

Western Sydney University

Student Services and Amenities Fee (SSAF)

2024 Allocation Report

Introduction

The *Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022* (SSARA Guidelines) require higher education providers to provide a publicly available report on student services and amenities fee (SSAF) allocations and actual expenditure for the year as part of their annual reporting and in the form approved by the Minister. This *SSAF Allocation Report* is the form approved by the Minister.

The information provided in this *SSAF Allocation Report* does **not** require auditing by a financial accountant. The SSAF expenditure reporting is a separate process and remains unchanged, more information can be found in the [Financial Statements Guidelines](#) for Table A and B providers, and in the [Financial Viability Instructions: Applicants and Providers of FEE-HELP \(FVI\)](#) for all other approved providers.

SSAF Consultation and Achievements

In preparation for 2024 SSAF funding distribution, Western communicated with students as follows:

1. Provided the opportunity for all students to take part in a SSAF survey to identify which of the 19 SSAF priorities were most important to them – the results of this survey informed 2024 funding allocations (via feedback button on SSAF [Have my say](#) webpages)
2. Students were reminded of the SSAF survey link via emails detailed at point 4. and 5. below
3. On 9 October 2023 updated the [Have my say](#) SSAF webpage to include a link to the SSAF proposal button and advised on the webpage that 2024 applications were open
4. Invited all students to submit funding proposals for 2024 SSAF funds (via email sent on 9 October 2023)
5. From 9 October 2023 the opportunity to submit funding proposals was promoted via student facing digital screens, student homepage banner, MyWestern tile, lecture theatre/computer lab screens and Student Support Hub screens

6. Reminded students about the opportunity to submit funding proposals for 2024 SSAF funds (via email sent week of 27 October 2023)
7. Worked with SRC representatives (as members of the SSAF Advisory Group) to evaluate submitted funding proposals and identify key programs (see: [2024 SSAF supported programs](#)) as directed by the [SSAF Governance Framework](#)
8. Met with the SSAF Advisory Group on 15 November 2023 to evaluate 2024 funding proposals
9. Each communication request for students to pay SSAF included links to the [SSAF](#) and [Have my say](#) webpages. The information in the SSAF webpages outlines how students can provide [feedback](#), engage with SRC and the University in relation to SSAF allocation and also details [year on year SSAF spending](#)
10. On Wednesday 24 January 2024 endorsed [2024 SSAF supported programs](#) were uploaded to the SSAF webpages

Full details on 2024 SSAF funded programs can be found in the [2024 SSAF: WSU funding distribution \(end year report\)](#). This report provides a breakdown total SSAF revenue distributed by:

1. WSU Funding Category (as outlined in the SSAF Governance Framework) - by percentage and financial split
2. The 19 legislated SSAF funding categories

Western allocates funding in two primary areas. 40% of SSAF revenue is held centrally. These funds support ongoing student services, key infrastructure projects and student amenities.

60% of SSAF funding was allocated to the Office of the Vice President, People and Advancement (OVPPA). Students are actively engaged through the SRC and the SSAF Advisory Group in the distribution of these funds.

Each SSAF program (supported by the OVPPA) identified key performance indicators (KPIs) and provided progress against those KPIs. A summary of achievements and progress can be found in the [2024 SSAF funded programs \(KPI end year report\)](#)

Western Sydney University has received approval from the Delegate of the Secretary of the Department of Education for its 2025 SSAF transition plan application, confirming compliance with the requirements of Section 19-39 of the Higher Education Support Act 2003.

SSAF Revenue Summary

	2024 Allocation \$ ¹	2024 Actual \$
SSAF Revenue	\$	\$12,149,579
SSAF revenue carried forward from 2023	\$	\$
Total SSAF funds available for 2024	\$	\$12,149,579
SSAF revenue carried over into 2025	\$	\$

¹ Allocation refers to the SSAF funds expected to be received in the reported year (i.e., budgeted SSAF revenue).

SSAF Charge Summary

The student services and amenities fee (SSAF) charged to students must not be above the maximum fee for a calendar year. The maximum SSAF is indexed annually as required by the *Higher Education Support Act 2003* (the Act). In **2024** the maximum SSAF was **\$351**.

Student Status	2024 SSAF charged \$ ²	Number of students charged in 2024 ³
Full-time ¹ (> 0.75 EFTSL)	\$351	25,971
Part-time ¹ (< 0.75 EFTSL)	\$262	7,547
		Total: 33,518

¹ Note: As per Part 2 of the *Higher Education Support (Administration) Guidelines 2022* (Administration Guidelines), students studying on a part-time basis must not be charged more than 75 per cent of the maximum SSAF that a higher education provider determines for students studying on a full-time basis. The term “part-time basis” means a study load of less than 75 per cent of the normal full-time student load for the period to which the fee relates. As per part 7 of the Administration Guidelines, the normal EFTSL value for a full-time student studying over a period of one year is 1.0.

² Note: As per Part 2 of the Administration Guidelines, a higher education provider may choose to determine a different SSAF for particular categories of persons, including a zero amount.

³ Note: Students are categorised as full-time or part-time students based on the total EFTSL value of the units of study they undertook in 2024. For example, a student undertook a full-time study load in Semester 1 which was equal to 0.5 EFTSL and undertook a part-time study load in Semester 2 which was equal to 0.375 EFTSL. This student would be categorised as a full-time student in 2024 as the total EFTSL they undertook in 2024 was equal to 0.875.

Student Status	2024 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2024 ⁴
Remote learning/Online only	\$70 (per semester)	2,315

⁴ Note: The Department of Education understands that not all higher education providers capture mode of study in their information systems and many students undertake a mixed mode of study such as face-to-face and remote learning. The data provided above is for students who undertook remote learning for 100% of their units of study. Please note, due to the limitations of our information systems, the above data may be approximate.

⁵ Note: SSAF at Western is charged at different rates depending on study mode/type e.g. part time, full time, online, offshore students studying units onshore, non-award students, those enrolled in summer session only, students undertaking cross-institutional studies, Graduate Research Studies students and students studying Doctor of Medicine in years 3 to 5. The approximate number of students studying full time/part time/online provided above are raw numbers based on full time/part time/online study mode only.

SSAF Allocation Summary

Key areas of expenditure in 2024

Subsection 19-38(4) of the *Higher Education Support Act 2003* (the Act) provides a list of 19 allowable expenditure items which higher education providers may allocate and spend SSAF revenue on.

Please note, under subsection 19-38 of the Act, SSAF revenue must not be spent to support a political party or the election of a person as a member of the legislature of the Commonwealth, State or a Territory, or a local government body.

Key Area	2024 Total Allocation \$ ¹	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services				
2. Clubs or other associations <i>{supporting the administration of a club most of whose members are students}</i>	\$462,611	\$462,611	Mixed mode delivery	77,639
a. Sporting		\$11,012	Yes	17,787
b. Internal student politics		\$3,081	Yes	261
c. Gender, sexuality, ethnicity, race, or nationality-based		\$34,389	Yes	5,068
d. Areas-of-study related e.g. law		\$17,872	Yes	3,748
e. Other activities e.g. music, debate, chess <i>{supporting debating by students}</i>		\$25,900	Yes	3,908
f. Other (WSU includes religious and activist clubs)		\$17,565	Yes	1,561
g. WSU specific – Infrastructure support including platform subscription, casual student employee resources, student leaders gala event & club awards		\$196,096	Yes	61,306 (WESTERNLife student users)
h. Student Representative Council and Student Representative Sitting Fees	\$262,260	\$262,260	Yes	
3. Accommodation <i>{helping students secure accommodation}</i>				
4. Employment/career services <i>{helping students obtain employment or advice on careers}</i>	\$116,218	\$542,551	Yes	1,323

5. Other student amenities				
6. Legal aid <i>{providing legal services to students}</i>	\$61,200	\$61,200	Yes	156
7. Support for financial affairs <i>{helping students with their financial affairs}</i>				
8. <i>Providing food or drink</i>	\$523,967	\$523,967	No	4,570
9. <i>Supporting a sporting or other recreational activity by students</i>	\$1,051,909	\$1,555,434	Mixed mode delivery	15,757
10. <i>Caring for the children of students</i>	\$250,000	\$250,000	No	61
11. <i>Promoting the health or welfare of students</i>	\$2,013,261	\$3,015,969	Mixed mode delivery	39,066
12. <i>Helping students obtain insurance against personal accidents</i>		\$166,020	No	n/a
13. <i>Providing libraries and reading rooms (other than those provided for academic purposes) for students</i>				
14. <i>Supporting an artistic activity by students</i>				
15. <i>Supporting the production and dissemination to students of media whose content is provided by students</i>	\$42,056	\$42,056	Mixed mode delivery	40,000
16. <i>Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled</i>	\$1,266,408	\$1,538,864	Mixed mode delivery	14,343
17. <i>Advising on matters arising under the higher education provider's rules (however described)</i>		\$1,664,770	Mixed mode delivery	n/a
18. <i>Advocating students' interests in matters arising under the higher education provider's rules (however described)</i>	\$199,313	\$1,807,189	Mixed mode delivery	n/a
19. <i>Giving students information to help them in their orientation</i>	\$290,700	\$290,700	Mixed mode delivery	5,115
20. <i>Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment</i>				
Total	\$6,539,907	\$12,183,591		

¹ Note: Updated from [2024 SSAF supported programs](#) which was uploaded to the SSAF webpages on 24 January 2024

Organisations, bodies or third-party providers that received SSAF funding in 2024

1. Allocation of SSAF revenue – non-student-led organisations

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received from provider \$	% of total SSAF revenue collected by the Provider
Western Sydney University Enterprises Pty Ltd (The College)	44 0033 474 468	Promoting the health or welfare of students	\$71,515	0.59%
Western Sydney University Early Learning Limited	39 155 993 445	Caring for children of students	\$250,000	2.06%
Sydney Institute of Business and Technology Pty Ltd	18 074 470 447	Promoting the health or welfare of students; Advocating students' interests in matters arising under the higher education provider's rules; Helping students with their financial affairs; Providing food or drink to students on a campus of the higher education provider	\$179,750	1.48%
Total SSAF provided to non student-led organisations			\$501,265	4.13%

¹ Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed.

2. *Allocation of SSAF revenue to student led organisations – evidence of meeting requirement of 40 per cent*

Note: Western Sydney University did not allocate any SSAF funds to student led organisations in 2024 – nil response provided.

3. *Attestation that student led organisations in receipt of a minimum of 40 per cent of SSAF revenue are meeting governance requirements*

Note: Western Sydney University did not allocate any SSAF funds to student led organisations in 2024 – nil response provided.

Declaration by Person of Authority

I, Alpha Possamai-Inesedy, Pro Vice-Chancellor, Student Success of Western Sydney University declare that the information provided in this Student Services and Amenities Fee (SSAF) Allocation Report is to the best of my knowledge true, complete and correct.

I further attest that the information provided in this Report meets the requirements of the *Higher Education Support Act 2003* and the Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022 and that, where transition arrangements have either been sought or approved, information is provided on this.



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Signature of Person making Declaration

Alpha Possamai-Inesedy
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Full name of Person making Declaration

Pro Vice-Chancellor, Student Success
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Position of Person making Declaration

27/06/2025
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Date