

University of Canberra

Student Services and Amenities Fee (SSAF)

2025 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

The University of Canberra (the University) complies with Commonwealth legislative requirements regarding the administration of the SSAF. The University allocates and spends SSAF fee revenue on student services and amenities of a non-academic nature, in accordance with the nineteen defined service types. The University does not use SSAF to support political parties, or the election of a person to a Commonwealth or State or Territory Parliament or local Government body. Further, the University does not use SSAF to support political student clubs.

The University assesses SSAF applications against the following principles:

- Complies with allowable SSAF services as defined by Commonwealth legislation.
- Visible impact and lasting benefits to the student experience, services, or amenities.
- Aligns with UC Strategic Plan and student experience priorities.
- Informed by student engagement and feedback.
- Measurable outcomes and evidence of return on investment.

To maximise the strategic impact and lasting benefit of SSAF towards the student experience, SSAF is allocated to several major categories. These include:

- Student medical, counselling and welfare services.
- Student life, clubs and societies, sports, and culture.
- Student representation and advocacy services.
- Student study and career support services.
- Improvements to student facilities.

The University undertakes structured and ongoing consultation with students regarding the specific uses of SSAF revenue. This consultation includes publication of proposed SSAF priority categories and allowable service types, and an annual University-wide online student survey inviting feedback on student needs, priorities, and preferred areas of investment for the forthcoming year.

The **2025** priorities from the student feedback (figure 1 on page 3) were improvements to student facilities; medical, counselling and welfare services; study and careers support; student life, clubs and societies; and student representation and advocacy services.

Figure 1.

2025 Student SSAF priorities

1. Please rank the University's SSAF priorities in order of importance with your top priority first, down to your lower priorities:

By dragging and dropping the selections



The highest rated student services (figure 2 on page 4) were provision of food and drink services; providing advice, such as legal, financial and accommodation; promoting health and welfare of students; providing student space for study; helping students obtain employment or advice on careers; and international student support such as welfare, accommodation and employment.

The outcomes of this consultation directly informed the University's established SSAF priorities, proposed heads of expenditure, and the assessment of projects funded in 2025. Funding decisions were aligned to the highest-ranked student priorities, ensuring that SSAF revenue was directed toward services and infrastructure that students identified as having the greatest impact on their wellbeing, engagement, and academic success.

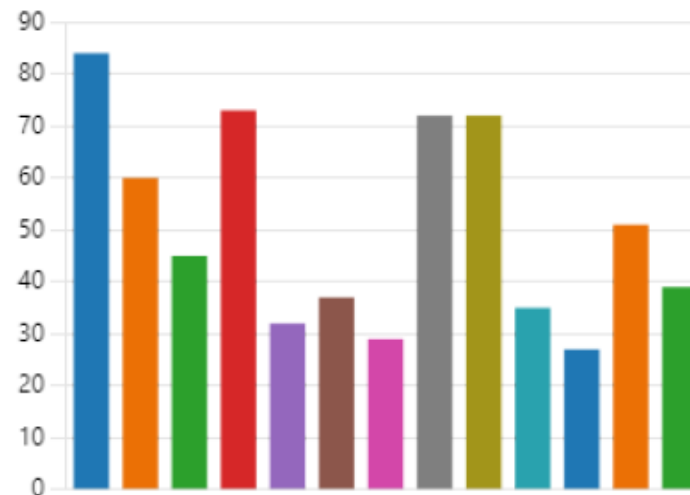
Figure 2.

2025 Highest rated student services

2. Which student services do you think should be supported through SSAF?

Select all that apply

- Provision of food and drink serv... 84
- Helping students obtain employ... 60
- Helping students develop skills f... 45
- Providing student advice - legal,... 73
- Supporting a sporting or recreat... 32
- Support for student clubs 37
- Caring for children of students 29
- Promoting health or welfare of s... 72
- Providing student space for study 72
- Advocating for students and ad... 35
- Student media, artistic activities ... 27
- International student support - ... 51
- Giving students information to ... 39



The University seeks SSAF applications for the provision of allowable services. Applications must align with student experience priorities, be informed by student feedback, and discuss how objectives will be measured.

To ensure that SSAF revenue was expended in accordance with subsection 19-38(4) of the *Higher Education Support Act 2003*, the University applied multiple governance and assurance mechanisms. These included assessment of all SSAF applications against the nineteen allowable SSAF service categories; explicit exclusion of non-permitted expenditure such as political activities or academic teaching; approval of allocations through a formal SSAF Review Panel including student representatives; and mandatory end-of-year acquittals to verify expenditure against approved purposes.

The University consults formally with the democratically elected student representatives regarding the specific uses of SSAF and student feedback is considered as part of the allocation review and decision-making process. In 2025, three student representatives, including the President of the Student Representative Council, formed part of the SSAF Review Panel and worked with the University management, led by the Chief Operating Officer, to determine the SSAF allocations.

Each SSAF project must submit an acquittal by December, which is reviewed for compliance against the application received for that project. The acquittal also informs suitability for future SSAF funds for that project should future applications be received. Finalised SSAF reporting for the year is published on the UC website.

Consistent with student consultation outcomes, approved SSAF priorities, and the requirements of the Act and Guidelines, SSAF funding in 2025 supported a comprehensive suite of programs, services, facilities, and infrastructure initiatives designed to enhance student wellbeing, equity, participation, engagement, and success across the University of Canberra and partner campuses. This included the following initiatives:

Health, Wellbeing and Safety

SSAF funding supported Medical and Counselling services that focused on early identification of student needs and timely intervention to enhance physical health, mental wellbeing, and overall student success.

Funding also supported Respect Now Always initiatives, including the UC Crisis Line providing 24/7 support for students in crisis, prevention and response training, and student-led campaigns, events, resources, and merchandise designed to promote respectful behaviours and prevent sexual harm.

Student Wellbeing, Equity and Support

The Student Wellbeing and International Support Program delivered targeted and informed support initiatives that fostered connection, belonging, and wellbeing for all students. This included orientation and transition support, with a specific focus on international students in line with the ESOS Act 2000.

The Food Pantry continued to provide free food and hygiene products to students experiencing financial hardship, operating three days per week to maximise accessibility. The Pantry also supported food literacy and sustainability through cooking classes, free breakfasts, and the Repair Café.

SSAF also funded a Discounted Meals Program Pilot, providing approximately 500 affordable and nutritious meals per week to students.

The Aspire UC on-campus school holiday program supported UC student parents and carers from equity backgrounds by providing free, on-site school holiday care for children aged 5–12 years, enabling continued participation in study during non-teaching periods.

Learning Support

SSAF funding enabled Studiosity, offering 24/7 online writing feedback and tutoring across general study skills and specific subjects including foundation English, mathematics, and science, accessible to undergraduate, postgraduate, online and part-time students.

The Maths and Stats Help (MASH) Centre provided targeted support to students across the University in mathematics, statistics and IT concepts.

The Work Integrated Learning (WIL) Student Support Program for out-of-area placements assisted students who were not eligible for other placement funding schemes, including international, postgraduate and non-equity students, to undertake mandatory placements.

Student Representation, Advocacy and Engagement

SSAF funding supported the Student Representative Council (SRC) and its delivery of student advocacy, student media through *Curieux Magazine*, Equity Services (including Queer Space and the Women's Room), the International Student Collective, representative services, and student engagement activities.

A dedicated on-campus Legal Aid service provided students with access to free legal advice.

Student Life, Events and Community Building

Funding supported Clubs and Societies, enabling academic, cultural, sporting and social clubs to deliver events, professional development, networking, peer support and social engagement opportunities that contribute significantly to campus life.

A wide range of student events were delivered, from small activations and pop-ups to large-scale campaigns, all designed to enhance the student experience and build community.

Orientation Week social activities in Semesters One and Two provided live music and engaging events to welcome and transition students into university life.

SSAF also subsidised live music shows, offering discounted tickets to UC students and supporting a student party during Stone Week.

The UC 24-Hour Digital Design Challenge, a fast-paced, extra-curricular event open to all disciplines, fostered creativity, collaboration and portfolio development through an inclusive hybrid format involving UC and partner institutions.

The Esports Lounge, Canberra's only dedicated student Esports space, supported social connection and competitive engagement by maintaining current games, offering discounts, hosting events, and supporting Esports teams competing in university and public competitions.

Sport and Fitness

SSAF funding supported Sport Delivery, maximising student participation and performance across social sport, intervarsity competitions, UniSport Championships and national leagues.

The UCFitx Student Subsidy ensured gym memberships remained affordable, allowing students to prioritise physical health and wellbeing at a significantly reduced cost compared to commercial gyms.

Infrastructure, Facilities and Campus Enhancements

SSAF funding enabled UCX equipment purchases and upgrades, prioritising equipment that supports diverse student-facing services and events across campus.

Funding supported the commencement of works to relocate and upgrade the Women's Room to a more appropriate and accessible space within UC Lodge, and to develop a new Student Multi-Purpose Room to support student gatherings, club meetings, and late-night activations, contributing to the revitalisation of vacant tenancies and increased campus vibrancy.

Improvements were also made through a Student Refectory Balcony upgrade, including new planters and landscaping, and a staged roll-out of student lockers across campus in line with the 2024 standard.

SSAF funding contributed to furniture upgrades across learning and teaching spaces, including new tables and chairs in retained learning spaces, refurbishment of centrally bookable rooms, and reallocation of quality unused furniture to improve the overall student learning environment.

Support for Partner Campuses

In addition to on-campus initiatives, SSAF funding in 2025 supported the provision of student support services for UC students based at partner campuses, including TAFE NSW and TAFE Queensland.

Compliance with Section 19-39 of the Higher Education Support Act 2003

In accordance with the 2024–25 Budget measure requiring providers to allocate a minimum of 40 per cent of SSAF revenue to student-led organisations, the University of Canberra has implemented SSAF funding arrangements consistent with its Department of Education–approved 2025 SSAF Transition Plan, and the updated Transition Plan submitted and approved in June 2025.

For the 2025 calendar year, the University allocated 52 per cent of total SSAF revenue to the two organisations that comprise the University’s student-led service delivery model during the approved transition period:

- 11 per cent to the Student Representative Council (SRC), a student-led organisation as defined under Section 19-39(3) of the Act; and
- 41 per cent to UCX Limited, which delivers student life, clubs and societies, sport, and campus engagement services on behalf of the University, and which will transition to a majority student-led governance model by 1 January 2028, as approved by the Department.

These allocations exceed the minimum 40 per cent threshold and reflect the University’s commitment to meeting the intent of the legislation while maintaining service continuity and strong governance arrangements during the approved transition period.

Attestation

The University of Canberra attests that, for the 2025 reporting year, it has provided funding to student-led organisations in a manner consistent with Section 19-39 of the Higher Education Support Act 2003, and in accordance with the Department of Education–approved SSAF Transition Plans. The University further attests that these arrangements align with the approved milestones to achieve full compliance with the funding and governance requirements by the beginning of 2028.

SSAF Revenue Summary

	2025 Allocation \$ ¹	2025 Actual \$
SSAF Revenue	\$4,577,516.75	\$4,809,668.00
SSAF revenue carried forward from 2024	\$716,778.50	\$716,778.50
Total SSAF funds available for 2025	\$5,294,292.25	\$5,526,446.50
SSAF revenue carried over into 2026	\$0	\$1,021,011.26

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 **2025** the maximum SSAF was **\$365.00**.

Student Status	2025 SSAF charged \$ ²	Number of students charged in 2025 ³
Full-time ¹ (> 0.75 EFTSL)	\$2,915,163.75	8,011
Part-time ¹ (< 0.75 EFTSL)	\$1,894,504.00	6,758
		Total: 14,769

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 2025. 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 2025 as the total EFTSL they undertook in 2025 was equal to 0.875.

Student Status	2025 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2025 ⁴
Remote learning/Online only	\$237,523.75	829

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.

SSAF Allocation Summary

Key areas of expenditure 2025

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 (reporting against these are mandatory)	2025 Total Allocation \$	2025 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	\$427,709.27	\$427,709.27	Yes	9,400
2. Clubs or other associations	\$366,661.88	\$366,661.88	Yes	3,851
a. Sporting	\$	\$		838
b. Internal student politics	\$0	\$0		
c. Gender, sexuality, ethnicity, race, or nationality-based	\$	\$		748
d. Areas-of-study related e.g. law	\$	\$		1,145
e. Other activities e.g. music, debate, chess	\$	\$		1,120
f. Other	\$0	\$0		
3. Accommodation	\$0	\$0		
4. Employment/career services	\$367,746.45	\$303,534.07	Yes	285
5. Legal aid	\$83,295.00	\$82,925.00	Yes	332

6. Support for financial affairs	\$0	\$0		
7. Other student amenities	\$965,024.00	\$381,541.84	No	314
8. Other – Social and cultural recreation activities/events	\$1,041,007.19	\$1,040,526.27	One event was blended online/in-person, all others were in-person	36,774
9. Other – Providing student representation through the Student Representative Council	\$504,000.00	\$426,489.92	Yes	5,262
10. Other – Study skills and support	\$321,040.52	\$323,225.51	Yes	4,319
11. Other – Student welfare, wellbeing, and support	\$1,209,140.84	\$1,144,154.38	Yes	10,305
12. Other – Student advocacy and leadership development	\$8,667.10	\$8,667.10	Yes	47
Total	\$5,294,292.25	\$4,505,435.24		

Organisations, bodies or third-party providers that received SSAF funding in 2025

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
TAFE Queensland	72 898 805 093	Key Areas 1, 8, 11	\$104,481.25	2%
TAFE NSW	89 755 348 137	Key Areas 4, 8, 10, 11, 12	\$9,946.25	0%
UC Student Life	81 633 873 422	Key Area 11	\$575,305.00	12%
Careers UC	81 633 873 422	Key Area 4	\$367,000.00	8%
UC Library and Learner Experience	81 633 873 422	Key Area 10	\$320,000.00	7%
UC Medical & Counselling Centre	81 633 873 422	Key Areas 1, 5	\$455,000.00	9%
Faculty of Arts & Design (School of Design and Built Environment)	81 633 873 422	Key Area 8	\$6,500.00	0%

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

UC Legal	81 633 873 422	Key Area 5	\$38,295.00	1%
UC Campus Estate	81 633 873 422	Key Area 7	\$925,000.00	19%
UCX Ltd	33 119 755 627	Key Areas 2, 7, 8, 11	\$1,982,465.00	41%
Total SSAF provided to non-student-led organisations			\$4,783,992.50	99%

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

Organisation Name ²	Australian Business Number (ABN)	Supported Key Area	SSAF Funding Received from Provider \$	% of total revenue collected by the provider	If below 40 per cent, is there an agreed transition plan in place	Details of transition plan
UC Student Representative Council	81 633 873 422 (operates under University of Canberra's ABN)	Key Areas 9, 12	\$510,300	11%	Y	Agreed on 23 April 2025
Total SSAF provided to student-led organisations			\$510,300	11%		

² Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed.

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

Organisation Name ¹	Majority student-led	Democratically elected leaders	Independence	Audited accounts	Corporate Governance policies and procedures established and adhered to	If replying no on any measure, is there an agreed transition plan in place?	Details of transition plan
UC Student Representative Council	Yes	Yes	Yes	Yes	Yes		Agreed on 23 April 2025

Declaration by Person of Authority

I, **Geoff Drummond, Interim Chief Operating Officer of University of Canberra**, 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

Geoff Drummond

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Full name of Person making Declaration

Interim Chief Operating Officer

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Position of Person making Declaration

23 April 2026

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Date