



Edith Cowan University Student Services and Amenities Fee (SSAF) 2024 Allocation Report

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

Consultation

Under the *Edith Cowan University Act 1984* (WA), at least 50% of annual Student Services and Amenities Fees (SSAF) income must be provided to the ECU Student Guild. On 17 April 2024, the University, the Student Guild and elected Student Members of University Council met to agree the allocation of funding from the SSAF. Prior to this, draft priorities for expenditure of the SSAF funding were published on the student intranet and ECU Student Guild platforms for student feedback, to help inform the effective application of the funding.

Student feedback collected via the biennial ‘Student Services and Facilities Evaluation’ was also considered by the University in identifying the draft priorities for SSAF expenditure.

The following allocations as proposed by the University and the Student Guild, were endorsed by the Vice-Chancellor and approved by the University Council on 27 June 2024:

providing food or drink to students on a campus of the higher education provider	3.3%
supporting a sporting or other recreational activity by students	18.1%
supporting the administration of a club most of whose members are students	10.3%
caring for children of Students	1.2%
promoting the health or welfare of students	13.5%
helping students obtain employment or advice on careers	19.7%
helping students with their financial affairs	2.6%
supporting the production and dissemination to students of media whose content is provided by students	2%
helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	18.5%
advising on matters arising under the higher education provider’s rules	2.8%
advocating students’ interests in matters arising under the higher education provider’s rules (however described)	5.3%
giving students information to help them in their orientation	6%
Total¹	103.30%

¹ The University’s bids exceeded their projected SSAF allocation of \$2M by \$132,832. Any shortfall was to be funded by the University using alternative funding.

Compliance

ECU's Finance and Business Services Centre monitors the University's allocation and expenditure of SSAF revenue and provides quarterly reports.

The allocation of 50% of SSAF income to the ECU Student Guild is formalised under a Fees Allocation Deed. In compliance with this Deed, the Student Guild provides quarterly financial reports detailing their expenditure of SSAF income and a written report detailing their compliance with key performance indicators. The financial reports are provided to the ECU Resources Committee, a subcommittee of the University's Council.

These processes ensure that SSAF income is expended in accordance with subsection 19-38(4) of the *Higher Education Support Act 2003* (Cth).

Achievements and Highlights funded by SSAF in 2024

Some of the SSAF funded activities and services delivered by the **ECU Student Guild** include:

- A broad range of free or low-cost events including sundowners, 'mental health morning teas', cultural dinners and a research symposium
- A Guild Advisory Service which provided financial, academic and welfare support to approximately 2,500 students
- A range of health and wellbeing initiatives and support for student clubs and associations to foster a vibrant and supportive student experience

The SSAF also supported the following activities and services provided by the **University** in 2024:

- Learning support services run by ECU's Centre for Learning and Teaching providing face-to-face and online support for academic skills development and assistance with assessments
- Vibrant and informative Orientation Week events to support the transition of new students and foster a sense of belonging
- Careers and Employability services including advisory resources, workshops, careers and industry events and mentoring programs
- The ECU Volunteer Hub which assists students to secure local, national and global volunteering opportunities
- Sponsorship of students completing in intervarsity sporting events, in addition to free local student sports and recreation events

SSAF Revenue Summary

The following table sets out 2024 allocated and actual SSAF revenue. This includes any SSAF funds carried forward from the previous reported year and any SSAF funds carried over to the next reporting year.

	2024 Allocation \$ ¹	2024 Actual \$
SSAF Revenue	\$4,000,000	\$4,102,223
SSAF revenue carried forward from 2023	\$0	\$0
Total SSAF funds available for 2024	\$4,000,000	\$4,102,223
SSAF revenue carried over into 2025	\$0	\$156,498

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

SSAF Charge Summary

The 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 as detailed in the table below:

Student Status	2024 SSAF charged \$ ²	Number of students charged in 2024 ³
Full-time ¹ (> 0.75 EFTSL)	\$351	5,897
Part-time ¹ (< 0.75 EFTSL)	\$263.25	1,138
	Total	7035

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 [insert reported year]. 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 [insert reported year] as the total EFTSL they undertook in [insert reported year] was equal to 0.875.

The following table details the approximate number of students studying online in 2024 and the SSAF amount charged to these students.

Student Status	2024 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2024 ⁴
Remote learning/Online only	\$105.30	3,294
Remote learning/Online only - Accelerated	\$105.30	662

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 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 (reporting against these are mandatory)	2024 Total Allocation \$	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	\$540,674	\$523,650	Yes	10,411
2. Clubs or other associations	\$410,580	\$482,977	No	41 affiliated clubs
a. Sporting		\$86,896.79		
b. Internal student politics		\$0		
c. Gender, sexuality, ethnicity, race, or nationality-based		\$90,750		
d. Areas-of-study related e.g. law		\$84,095.33		
e. Other activities e.g. music, debate, chess		\$0		
f. Other		\$99,434.37		
3. Accommodation	Nil	Nil	N/A	Nil
4. Employment/career services	\$788,196	\$788,196	Yes	30,135

Key Area (reporting against these are mandatory)	2024 Total Allocation \$	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
5. Legal aid	Nil	Nil	N/A	Nil
6. Support for financial affairs	\$104,254	\$103,332	Yes	214
7. Other student amenities (d) caring for children of students	\$48,963	\$48,963	No	31
8. Other (a) providing food or drink to students on a campus of the higher education provider	\$131,642	\$91,663	Yes	1,550
(b) supporting a sporting or other recreational activity by students	\$723,854	\$588,023	Yes	14,037
(n) supporting the production and dissemination to students of media whose content is provided by students	\$79,709	\$73,605	Yes	1,957
(o) helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$738,754	\$682,721	Yes	3,255
(p) advising on matters arising under the higher education provider's rules + (q) advocating students' interests in matters arising under the higher education provider's rules	\$326,175	\$327,070	Yes	2,696
(r) giving students information to help them in their orientation	\$240,000	\$235,526	Yes	8661
Total	\$4,132,831	\$3,945,726		X

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
-	-	-	-\$	-%
Total SSAF provided to non student-led organisations			\$0	0%

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

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
Edith Cowan University Student Guild	87 081 487 187	Key Areas 1,2, 6, 8, 9	\$2,051,112	50%	N/A	N/A
Total SSAF provided to student-led organisations			\$2,051,112	50%		

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
Edith Cowan University Student Guild	Yes	Yes	Yes	Yes	Yes	N/A	N/A

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

Declaration by Person of Authority

I, Braden Hill, Acting Vice-Chancellor of Edith Cowan 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

Professor Braden Hill

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Full name of Person making Declaration

Acting Vice-Chancellor

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Position of Person making Declaration

30/06/2025

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Date