



MONASH
University

STUDENT SERVICES AND AMENITIES FEES (SSAF)

2023 Allocation Report

FOREWORD/ INTRODUCTION

The *Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022* 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.

Additional reporting was introduced to allow for greater transparency and consistency in SSAF allocations and expenditure.

Please note, the information provided in this *SSAF Allocation Report* does **not** require auditing by a financial accountant. The SSAF expenditure reporting 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.

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SSAF CONSULTATION AND ACHIEVEMENTS

Since the introduction of the Student Services and Amenities Fee (SSAF) in 2012, Monash University has dedicated this funding towards improvements to facilities, student engagement and support activities and extracurricular student amenities across all of its Victorian campuses.

The University continue to base its SSAF allocation on the principles that were agreed when the fee was first introduced. The general principles on which the allocation basis was determined were as follows:

1. Where possible, the fees paid by students should be used on the home campus of those students
2. Where possible, the fees paid by students should be expended in the years in which they are studying, such that the benefit to the student are accessible to them.
3. Funding should support both operational programs and capital improvements to facilities that support non-academic student activities
4. SSAF funded operational programs that support student life can be delivered successfully by recognised student organisations and by University business units.
5. Students should have a direct voice in how the funding is allocated, and
6. Unspent funding is carried forward and added to the following years SSAF funding pool.

With these principles in mind, the University separates funding into three pools from which further allocation decisions are made. Those pools are as follows:

- 40% of total funding to Monash Student Organisations based on actual fees paid on a Campus and cohort basis. The rules around the expending of these funds are based on Allowable Use Guidelines and are contained in Funding Agreements that require each MSO (of which Monash University has five) to report on Allowable Use allocations each year. Each MSO makes decisions on how to allocate the SSAF Grant to support student life and support activities as part of their budgeting process. In 2023 this pool totalled \$4,729,335.
- 20% of total funding to student identified and focussed capital projects (up to \$300k value) with the funding available based on an actual campus fee total collected basis. The Allowable Use basis of each project is determined through the approval process (which has student representatives involved at each approval step). In 2023 this pool totalled \$2,364,342.
- 40% of total funding for Monash University managed cocurricular programs, events and capital projects across all domestic campuses. All uses of funds are strictly limited to those that meet Allowable Use definitions. SSAF revenues and expenditures are quarantined in a dedicated cost centre to ensure they are clearly identifiable and separated from other activities funded by non SSAF sources. In 2023 this pool totalled \$4,822,163*.

In addition to the SSAF grant, Monash University provided a further \$3.875m to the recognised student organisations in 2023 to further support student engagement activities. The use of this additional funding was also covered by signed funding agreements and the expenditures were restricted to activities that would qualify as Allowable Uses from a SSAF legislation perspective

*This total reflects the fact that the University manages 100% of the SSAF funded activities for School of Rural Health students (located at Churchill) as no local student association exists.

2023 SSAF FUNDED ACTIVITIES – ACHIEVEMENTS AND HIGHLIGHTS

2023 represented a return to campus for our students and many of the SSAF funded activities were aimed at reinvigorating student life on our campuses. Starting from our campus Orientation Carnivals and major events like the Block Party on the Clayton Campus through to the extensive offerings of our sporting and social/cultural Clubs and Societies, students were provided with many opportunities to take advantage of SSAF provided University life activities.

Intervarsity sport was also very well supported in 2023, with hundreds of students benefitting from SSAF funded subsidies to help them to afford travel to places like the Perth for University Nationals or various other cities for Varsity Championships. Some of the SSAF funded activities provided to students include:

- [Free learn to swim classes](#) for all students
- Grants for students attending [Varsity sport](#) competitions
- Funding for major campus social events such as [Orientation](#), the Block Party and Winter Festival
- Funding to subsidise the cost of social sport and gym memberships
- Free Mental Health First Aid courses for students
- Student engagement activities supporting Respect at Monash and inclusive communities' initiatives
- Support for social programs provided by our [Non Residential Colleges](#) and [English Connect](#) programs that focus on engagement opportunities between domestic and international students.
- Support for University affiliated sports clubs

The University recognised Student Organisations (MSO's) kept the campus experience vibrant in 2023. The majority of their activities, programs and support services are funded by a share of the SSAF funding pool. The MSO's deliver a broad suite of activities and services; from Orientation Week to Advocacy, from Student Theatre to sexual health promotions, from tax advice to welfare services....and everything in between. Some of the highlights in 2023 were:

- Food Security initiatives for students managing high cost of living pressures
- Childcare grants for PhD students during writing up stage of thesis
- Weekly, free on campus live music events at Clayton (Wednesday Sessions) and Caulfield (Tracks on Tuesday) Campuses
- Engaging activities that reflected welfare and inclusion themes like Pride Week, Stress Less Week, Safe n' Sexy Week and Diversity and Inclusion Week.
- Multiple welfare and free food services across all campuses
- Services providing advice to students on issues from Tax to employee rights.
- Orientation camps and trips and tours.
- Providing volunteering opportunities to students, across a wide range of activities, both within the campus community and in the broader community.

In 2023, over \$130k in SSAF funding was provided to deliver events and activities designed to support students taking part in off campus placements as part of their studies in Medicine. These activities included: orientation welcomes and social events, funding for Medical Student club events, regular informal cohort gatherings, support for the Medical Student Orchestra

SSAF FUNDED CAPITAL PROJECTS

The nature of the projects funded from the 20% pool can be seen from the photos of completed projects kept on the University SSAF webpage photo gallery. These projects range from renovating various student club and cohort common rooms to upgrading the studio facilities of our student run Radio station, Radio Monash. They include improvements to our student theatre space and the sporting spaces across our campuses. In 2023, 92 projects with budgets ranging from \$500 to \$300,000 were supported from this pool of funds. A sample of these projects are shown below:



MADA Masters Lounge Refurbishment - Caulfield



Peninsula BBQs



Event Lighting Caulfield



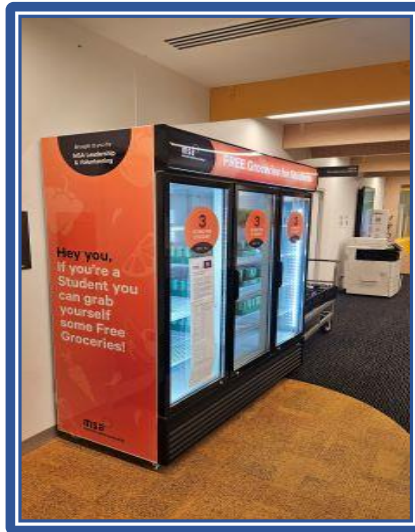
Mixing Console



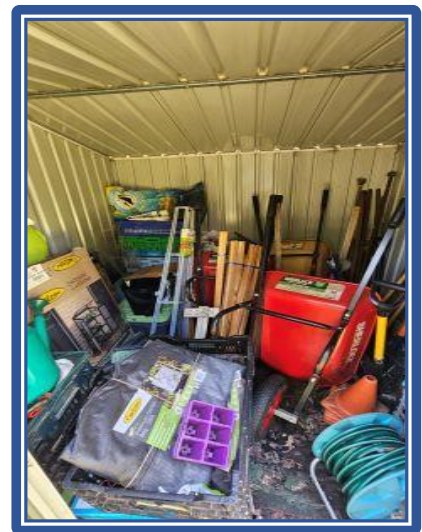
Chemistry Postgraduate Society Lounge



Event Freezer Refurbishment



Food Welfare Refrigerator



Permaculture Garden Equipment



Games for Student Lounges



Curtain for Student Theatre



MGA Ice Cream Cart



MSA Meeting Room Furniture

2023 also saw the completion of several large capital projects fully or partially funded by SSAF revenues. These included two major renovations at Caulfield and Peninsula Campuses. The projects created attractive student spaces on each campus that could host student events and also act as informal lounges for students. Each project involved an investment in the range of \$3m and now act as a hub for student social activity on the respective campuses.



New Student Lounge, Event Space and Games Room - Caulfield



New Lounge and Student Event Space – Peninsula Campus

Other notable 2023 projects included: prayer spaces at Clayton and Peninsula Campuses, Pool retiling, Sports field lighting and Squash court projects at the Clayton Campus, a new outdoor eating space at the Parkville Campus and a Wellbeing Hub at the Clayton Campus.



Wellbeing Hub



Pool Retiling



Squash Court Upgrade



Male and Female Prayer Rooms Clayton



Frearson Oval Lighting



Parkville Outdoor Space

SSAF REVENUE SUMMARY

	2023 Allocation \$ ¹	Actual \$
SSAF Revenue	\$11,199,896	\$11,915,840
SSAF revenue carried forward from 2022	\$0	\$0
Total SSAF funds available for 2023	\$11,199,896	\$11,915,840
SSAF revenue carried over into 2024	\$0	\$0

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*. In 2023 the maximum SSAF was \$326.

Student Status	2023 SSAF charged \$ ²	Number of students charged in 2023 ³
Full-time ¹ (> 0.75 EFTSL)	\$326	28,101
Part-time ¹ (< 0.75 EFTSL)	\$244	11,295
Part-time ¹ (< 0.25 EFTSL)	\$0	160
	Total:	39,555

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 2023. 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 2023 as the total EFTSL they undertook in 2023 was equal to 0.875.

Student Status	2023 SSAF charged \$	Approx. number of SSAF students remote learning 2023 ⁴
Remote learning/Online only	\$244	1263

⁴ Note: The Department 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

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.

SSAF ALLOCATION SUMMARY 2023				
Allowable Use	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
providing food or drink to students on a campus of the higher education provider;	\$1,637,427	\$1,468,453	No	40,000
supporting a sporting or other recreational activity by students;	\$2,708,201	\$3,263,907	Yes	20,000
supporting the administration of a club most of whose members are students;	\$1,494,283	\$1,106,914	Yes	55,000
caring for children of students;	\$0	\$0	Yes	500
providing legal services to students;	\$21,946	\$26,044	Yes	500
promoting the health or welfare of students;	\$1,341,219	\$1,677,523	Yes	25,000
helping students secure accommodation;	\$0	\$0	Yes	500
helping students obtain employment or advice on careers;	\$2,438	\$3,410	Yes	500
helping students with their financial affairs;	\$9,754	\$11,897	Yes	500
helping students obtain insurance against personal accidents;	\$0	\$0	N/A	0
supporting debating by students;	\$6,340	\$7,936	Yes	150
providing libraries and reading rooms (other than those provided for academic purposes) for students;	\$1,789,972	\$1,570,382	No	27,500
supporting an artistic activity by students;	\$170,530	\$275,522	Yes	5,500
supporting the production and dissemination to students of media whose content is provided by students;	\$179,978	\$256,637	Yes	37,000
helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled;	\$166,893	\$239,808	Yes	19,000

SSAF Allocation Summary 2023 (continued)				
Allowable Use	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
advising on matters arising under the higher education provider's rules (however described);	\$432,643	\$613,400	Yes	1,000
advocating students' interests in matters arising under the higher education provider's rules (however described);	\$213,550	\$275,145	Yes	5,500
giving students information to help them in their orientation; and	\$885,310	\$902,485	Yes	25,000
helping meet the specific needs of overseas students relating to their welfare, accommodation and employment.	\$139,411	\$216,376	Yes	5,000
Total	\$11,199,896	\$11,915,840		

Organisations, bodies or third-party providers that received SSAF funding in 2023

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Monash Graduate Association Incorporated	86 800 958 958	Multiple Areas - student engagement and support programs	\$562,728	25.6%
Monash Student Association (Clayton) Incorporated	20 147 061 074	Multiple Areas - student engagement and support programs	\$3,053,502	4.7%
Monash University Student Union Peninsula Incorporated	93 002 915 529	Multiple Areas - student engagement and support programs	\$262,658	6.1%
MONSU Caulfield Incorporated	43 911 556 610	Multiple Areas - student engagement and support programs	\$724,559	2.2%
Monash Parkville Student Union Inc	88 160 180 107	Multiple Areas - student engagement and support programs	\$125,888	1.1%

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

DECLARATION BY PERSON OF AUTHORITY

I, Mr Peter Marshall AM, Chief Operating officer of Monash 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.

Peter S. Marshall

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Mr Peter Marshall AM
Chief Operating Officer, Monash University
Date: 10 May 2024

Further information

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<https://www.monash.edu/students/admin/fees/other-costs/amenities>

[monash.edu](https://www.monash.edu)