



Charles Sturt  
University

# Charles Sturt University Student Services and Amenities Fee (SSAF) 2025 Allocation Report

## 2025 SSAF Allocation Report

Division of Finance & Division of Student Experience  
Charles Sturt University

Charles Sturt University - TEQSA Provider Identification: PRV12018 (Australian University). CRICOS Provider: 00005F.

# Executive Summary

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.

# Contents

<b>Introduction .....</b>	<b>04</b>
<b>SSAF Consultation and Achievements .....</b>	<b>06</b>
<b>SSAF Revenue Summary .....</b>	<b>07</b>
<b>SSAF Charge Summary .....</b>	<b>08</b>
<b>SSAF Allocation Summary .....</b>	<b>09</b>
<b>Declaration by Person of Authority .....</b>	<b>13</b>

# Introduction

Dear Students, Staff and Stakeholders,

We are pleased to present the 2025 Student Services and Amenities Fee (SSAF) annual report. This report outlines how SSAF revenue has been allocated and utilised to enhance the student experience across Charles Sturt University, ensuring transparency and accountability for the legislated contributions made by our students.

SSAF continues to play a vital role in supporting services, programs and initiatives of a non-academic nature that contribute to student wellbeing, connection, inclusion and success. In 2025, SSAF investments have focused on initiatives that respond directly to student priorities, strengthen campus life and support equitable access to essential services and enriching experiences across our regional campuses and online study environment.

The outcomes achieved this year reflect the collective efforts of students, student representatives and staff working collaboratively to ensure SSAF funding delivers meaningful and practical impact. SSAF-funded initiatives in 2025 have addressed cost-of-living pressures, supported health and wellbeing, enhanced social connection and improved access to recreational and campus infrastructure that supports student participation and belonging.

## Case Study #1: Wellness Kits for Exam Periods

A strong theme across this year's allocations has been student wellbeing, particularly during periods of heightened stress. The Wellness Kits during Exam Periods initiative, delivered through campus libraries, is a clear example of low-barrier, high-impact support. Designed using a universal and inclusive approach, the initiative provided practical wellbeing resources that supported students to manage stress, sensory overload and physical comfort during exams. Informal feedback from students across multiple campuses highlighted reduced anxiety, increased focus and appreciation for accessible support during intensive study periods, reinforcing the importance of timely wellbeing interventions delivered in spaces students already trust.



## Case Study #2: Friday Unwinds

Building connection and affordability within campus life also remained a priority. Friday Unwinds at the Wagga Wagga campus, an SRC-led initiative supported by SSAF funding, provided weekly subsidised meals and a welcoming social environment for students. By significantly reducing the cost of meals, the initiative not only addressed food affordability but also created regular opportunities for students to connect with peers, participate in campus culture and support student-led governance and local performers.



### Case Study #3: Intensive Schools – Student Support

This initiative was designed to make intensive schools easier and less stressful for online students during short, high-pressure periods on campus. Based directly on student feedback, it shifted the focus away from social activities and toward practical, day-to-day support that helped students manage costs, stay energised and concentrate on their studies. Students were provided with free food and drinks on campus, cost-of-living support through gift cards for essentials and wellbeing, and ‘Intensive Care Packs’ containing snacks, hydration and study basics. A dedicated peer support program, delivered by trained student casuals, offered a friendly point of contact to help students navigate campus, access facilities and services and feel more comfortable and supported during intensives. By reducing financial pressure, offering timely peer support and responding to what students said they needed most, the initiative helped online students feel welcomed, supported and able to focus on their learning during one of the most demanding parts of their study experience.



These initiatives, alongside many others detailed throughout this report, demonstrate how SSAF funding is translated into tangible outcomes aligned with legislated expenditure categories and student identified priorities. They highlight the breadth of SSAF impact, from wellbeing and inclusion to community building and campus amenity improvements, across diverse campuses and student cohorts.

Student voice remains central to SSAF governance and decision-making at Charles Sturt University. In line with legislative requirements, the Student Senate play a fundamental role in ensuring SSAF is allocated to priority areas through informed decision-making using feedback from their peers. This ensures investments remain grounded in lived student experience and directed toward initiatives that matter most to our student community.

On behalf of Charles Sturt University, I would like to acknowledge the commitment of our student representatives, Student Senate, SRCs and staff who contribute their time, expertise and insight to the delivery of SSAF-funded initiatives. Their collaboration ensures SSAF funding continues to deliver positive, student-centred outcomes.



Rachael Tuck  
A/Executive Director, Student Experience

# SSAF Consultation and Achievements

According to the Student Services, Amenities, Representation and Advocacy Guidelines and the Higher Education Legislation Amendment (Student Services and Amenities) Act 2011, Higher Education Providers (HEPs) are required to consult with students enrolled at the HEP regarding the specific uses of proceeds from any compulsory SSAF.

Charles Sturt University has established a process to oversee all SSAF matters and endorse a strategic approach to SSAF funding, with the goal of achieving significant impact on the student experience. SSAF funding is closely aligned to our student priorities for SSAF expenditure, as identified in the annual Student Voice Survey results from the previous year.

Charles Sturt University is committed to a formal consultation process with democratically elected student representatives regarding the specific uses of proceeds from SSAF and has demonstrated this commitment through:

1. Undertaking an annual student survey which includes SSAF questions, consideration of the feedback provided by students on their top priority areas for the spending of SSAF money, publishing identified priorities for proposed fee expenditure and allowing opportunities to comment on those priorities by students and student associations.

Awareness of Student Services and Amenities Fee increased across all student cohorts.

The top themes by student priority for what students want to see SSAF spent on are:

- Club, Events, and Social Connection
- Food and Essentials
- Mental Health and Wellbeing
- Online Student Support
- Campus Facilities and Infrastructure
- Career and Employability Support
- Study Support
- Financial Assistance and Equity

2. Publishing an Annual SSAF report that outlines SSAF expenditure, details of SSAF projects funded and outlines the strategic priorities for SSAF funding:

[How student services amenities fees are spent - Current Students \(csu.edu.au\)](https://www.csu.edu.au/ssaf)

3. The key sponsor for SSAF at Charles Sturt is the Executive Director, Division of Student Experience in consultation with two Student Representatives nominated by Student Senate, representing campus and online modes of study along with the Manager Divisions and Grants, Division of Finance. The sponsor also engages with SRCs to facilitate their assessment and endorsement of recurring and new initiatives.
4. Discussion of SSAF matters via Student Senate meetings; and Student Representative Council review and recommendation of student and staff initiatives via an annual round process. In 2025 the SSAF team opened 4 small grant rounds where students and Student Representative Councils (SRC) could apply for SSAF funding to run a project throughout the year.

As of 2025 the government introduced the new rule that 40% of SSAF funding is required to be distributed to a student lead organisation for allocation. This student lead organisation responsible for these decisions at Charles Sturt is our Student Senate. This allows for greater consultation, student management and transparency in the allocation of projects.

5. SSAF website page lists all projects and programs that were funded throughout the year:

[How student services amenities fees are spent - Current Students \(csu.edu.au\)](https://www.csu.edu.au/ssaf)

# SSAF Revenue Summary

	2025 Allocation \$ <sup>1</sup>	2025 Actual \$
SSAF Revenue	6,666,467	6,822,194
SSAF revenue carried forward from 2024	3,490,414	3,490,414
<b>Total SSAF funds available for 2025</b>	<b>10,156,881</b>	<b>10,312,608</b>
<b>Total SSAF Expenditure for 2025</b>		<b>6,349,308</b>
SSAF revenue carried over into 2026		3,963,301

<sup>1</sup>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 2025 the maximum SSAF was \$360 charged to Charles Sturt University students.

Student Status	2025 SSAF charged \$ <sup>2</sup>	Number of students charged in 2025 <sup>3</sup>
Full-time <sup>4</sup> (> 0.75 EFTSL)	\$360	16,339
Part-time <sup>4</sup> (< 0.75 EFTSL)	\$270	16,343
		Total: 32,682

Student Status	2025 SSAF charged \$ <sup>2</sup>	Approx. number of SSAF students remote learning 2025 <sup>5</sup>
Online only	\$4,053,025*	23,614

<sup>2</sup> 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.

<sup>3</sup> 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.

<sup>4</sup> 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" is identified as 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.

<sup>5</sup> 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.

\* Calculations are an estimate only, based on SSAF income against the proportion of Online EFTSL

# 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.

Key Area (reporting against these are mandatory)	2025 Total Allocation \$	2025 Total Actual Spend \$	Are services available to online students?	Estimated No. of students accessing services
1.Providing food or drink to students on a campus of the higher education provider;	394,257	317,582	No	8K+
2.Supporting a sporting or other recreational activity by students	971,632	1,055,071	Yes	8K+
3.Supporting the administration of a club most of whose members are students	6,252	679	Yes	3K+
6.Promoting the health and welfare of students	1,917,125	1,708,852	Yes	30K+
7.Helping students secure accommodation;	20,000	9,323	Yes	950+
8.Helping students obtain employment or advice on careers	634,480	351,172	Yes	15K+
9.Helping students with their financial affairs	125,136	93,915	Yes	15K+
13.Supporting an artistic activity by students	500	0	N/A	N/A
14.Supporting the production and dissemination to students of media whose content is provided by students;	20,000	2,459	Yes	2K+
15.Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled;	168,648	124,103	Yes	1K+
16.Advising on matters arising under the higher education provider's rules	513,101	500,836	Yes	15K+
17.Advocating student' interests in matters arising under the higher education providers rules	1,554,484	1,466,044	Yes	15K+

18. Giving students information to help them in their orientation;	547,500	462,341	Yes	32K+
19. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment	293,352	256,931	Yes	750+
<b>Total</b>	<b>7,166,467</b>	<b>6,349,308</b>		

**Note:** These on campus services and amenities are available to online students who attend intensive school sessions. We also note that Key Areas 4, 5, 10, 11 & 12 have been intentionally omitted due to nil allocations.

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

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

Organisation Name <sup>6</sup>	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received from provider \$	% of total SSAF revenue collected by the Provider
Navitas Pty Ltd	72 113 382 684	19. International Student Support	\$51,331.00	50%
		Total SSAF provided to non student-led organisations	\$51,331.00	50%

<sup>6</sup> 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 <sup>7</sup>	Australian Business Number (ABN)	Supported Key Area	SSAF Funding Received from Provider \$	SSAF funding actual spend \$	% of total revenue collected by the provider	If below 40 per cent, is there an agreed transition plan in place	Details of transition plan
Charles Sturt University Student Senate	Not applicable	1. Providing food or drink to students on a campus of the higher education provider;	394,257	317,582		Not applicable	Not applicable
		2. Supporting a sporting or other recreational activity by students;	548,135	626,646			
		3. Supporting the administration of a club most of whose members are students	6,252	679			
		6. Promoting the health or welfare of students;	812,968	628,262			
		7. Helping students secure accommodation;	20,000	9,323			
		8. Helping students obtain employment or advice on careers;	75,000	22,396			
		9. Helping students with their financial affairs;	61,567	28,733			
		13. Supporting an artistic activity by students	500	0			
		14. Supporting the production and dissemination to students of media whose content is provided by students;	20,000	2,459			
		15. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled;	168,648	124,103			
		16. Advising on matters arising under the higher education provider's rules	75,000	63,320			

<sup>7</sup> Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed.

		17. Advocating students' interests in matters arising under the higher education provider's rules;	4,078	0			
		18. Giving students information to help them in their orientation; and	406,600	418,251			
		19. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment.	75,000	56,215			
		<b>Total SSAF provided to student-led organisations</b>	<b>2,668,005</b>	<b>2,297,969</b>	<b>37%</b>		

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

Organisation Name <sup>1</sup>	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
<i>Charles Sturt University Student Senate</i>	Yes	Yes	Yes <sup>8</sup>	Yes	Yes	N/A	N/A

<sup>8</sup> Independently appointed a staff member for support

# Declaration by Person of Authority

I, Rachael Tuck, A/Executive Director, Student Experience of Charles Sturt 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

**Rachael Tuck**

Full name of Person making Declaration

**A/Executive Director, Student Experience**

Position of Person making Declaration

**04/06/2026**

Date