

# SAE University College

## Student Services and Amenities Fee (SSAF)

### 2025 Allocation Report

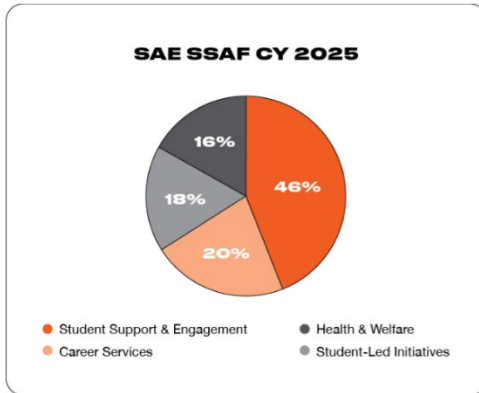
## Introduction

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

SAE University College consults with students and representatives to identify priorities and inform decision making regarding the allocation of SSAF funds. Aligning with the student feedback and in accordance with the requirements for expenditure of the SSAF funding. Consultation occurred through a combination of surveys, emails and discussions. Four areas were identified as priorities for SSAF expenditure:



- Student Support and Engagement
- Career Services
- Student – led initiatives
- Health and Welfare

In addition, further discussions regarding the priorities and allocation of SSAF expenditure occurred at the National Student Association (NSA) meetings during the year. Guests of the NSA meetings included members of the SAE Finance team.

## Student Support and Engagement

Continued provision of one-on-one and group learning support services enabled students to develop and strengthen their core academic and study skills. These services included peer-based learning programs designed to support student success through collaborative learning and shared academic experiences.

## Career Services

SAE University College recruited a Careers Advisor who commenced in 2025 to strengthen support for student employability and career development. In addition, the SSAF funding supported a range of career development initiatives during the year. This included two career insight workshops delivered outside of the curriculum to assist students in navigating post-tertiary career pathways. Both workshops were delivered by Screen Careers, in June and November 2025, with approximately 30 students attending each session. The workshops were targeted to students in Film, Animation and Games disciplines.

Further support was provided through the **Employability Toolkit**, a comprehensive set of online modules available to all students via Moodle. Developed with student input, the Toolkit includes resources on career activation, building industry connections, portfolio and profile development, and gaining industry experience. During 2025, the toolkit was further enhanced through the inclusion of video content featuring industry practitioners reflecting on key aspects of career activation and employability.

## Student-Led Activities

Throughout the reporting period, SAE UC delivered a range of activities funded by SSAF to foster student engagement, wellbeing and a vibrant campus culture. These initiatives were designed to encourage student participation, strengthen peer connections, and support cultural and social interaction across the student community.

A series of weekly and other events were held during the trimester, including orientation activities such as *Welcome BBQs*, an *Orientation BBQ*, and a *Start of Trimester Welcome Lunch* to support new students. Other events include Breakfast Bar sessions, Tea and Toast, and Pancake Day, providing informal opportunities for students to gather and build connections.

Social, recreational, and cultural activities were also offered throughout the year. These included Games Day, Anime Day, a Scavenger Hunt and a Games Club live games show event, which encouraged student participation through interactive and community-focused activities. Sporting and active engagement opportunities included table tennis and basketball sessions, as well as the Bike n' Blend activity promoting health and wellbeing.

Cultural and community events were also a feature of the annual program, including celebrations for Lunar New Year and activities recognising International Women's Day. In addition, creative and performance-based engagement opportunities were offered through an Open Mic Campus event.

Collectively, these activities contributed to building inclusive and supportive campus environments and providing the students to lead initiatives, engage socially and develop a strong sense of belonging.

### **Health and Welfare**

Dedicated support for student wellbeing continued throughout the reporting period, including access to confidential professional counselling services, and a range of wellbeing support programs. Students were also provided with advice, resources and activities designed to promote overall wellbeing.

# SSAF Revenue Summary

	2025 Allocation \$ <sup>1</sup>	2025 Actual \$
SSAF Revenue	\$782,013	\$776,567
SSAF revenue carried forward from 2024	\$43,943	\$43,943
<b>Total SSAF funds available for 2025</b>	<b>\$825,956</b>	<b>\$820,510</b>
SSAF revenue carried over into 2026	\$0	\$0

<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* (the Act). In **2025** the maximum SSAF was **\$363**.

Student Status	2025 SSAF charged \$ <sup>2</sup>	Number of students charged in 2025 <sup>3</sup>
Full-time <sup>1</sup> (> 0.75 EFTSL)	\$709,492	2,590
Part-time <sup>1</sup> (< 0.75 EFTSL)	\$67,075	669
		<b>Total: 3,259</b>

<sup>1</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” 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.

<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 [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.

Student Status	2025 SSAF charged \$ <sup>2</sup>	Approx. number of SSAF students remote learning 2025 <sup>4</sup>
Remote learning/Online only	\$58,202	291

<sup>4</sup> 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	\$120,143	\$108,289	Y	977
2. Clubs or other associations	\$21,000	\$21,139	N	327
a. Sporting	\$21,000	\$21,139	N	327
b. Internal student politics				
c. Gender, sexuality, ethnicity, race, or nationality-based				
d. Areas-of-study related e.g. law				
e. Other activities e.g. music, debate, chess				
f. Other				
3. Accommodation				
4. Employment/career services	\$214,525	\$163,820	Y	230
5. Legal aid				

6. Support for financial affairs				
7. Other student amenities				
8. Other - Food and Beverage	\$53,480	\$51,494	N	1150
9. Other - Study and Learning Support	\$366,677	\$446,511	Y	2787
10. Other - Student Communications				
11. Other - Orientation	\$50,131	\$29,257	N	1647
12. Other - International Support				
<b>Total</b>	<b>\$825,956</b>	<b>\$820,510</b>		

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

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

Not applicable. SSAF revenue is not allocated non-student-led organisations

Organisation Name <sup>1</sup>	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received from provider \$	% of total SSAF revenue collected by the Provider
	[XX XXX XXX XXX]	Key Area [insert key area reference number]	\$	%

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

	[XX XXX XXX XXX]	Key Area [insert key area reference number]	\$	%
	[XX XXX XXX XXX]	Key Area [insert key area reference number]	\$	%
<b>Total SSAF provided to non student-led organisations</b>			\$	%

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

Organisation Name <sup>2</sup>	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
<i>National Student Association (NSA)</i>		Key Area [insert key area reference number]	\$ 820,510	100%	NA	NA
<b>Total SSAF provided to student-led organisations</b>			\$ 820,510	100%		

<sup>2</sup> 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 <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>National Student Association (NSA)</i>	Yes	Yes	Yes	Yes	Yes	No	NA

## Declaration by Person of Authority

I, Joseph Anthonysz, CEO of SAE University College, 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

Joseph Anthonysz  
.....

Full name of Person making Declaration

Chief Executive Officer  
.....

Position of Person making Declaration

23 June 2026  
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Date