

Royal Melbourne Institute of Technology (RMIT)

Student Services and Amenities Fee (SSAF)

2023 Allocation Report

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.

SSAF Consultation and Achievements

RMIT's Annual Student Services and Amenities Fee (SSAF) - Student Consultation Process and the associated communication activities are conducted in line with the Higher Education Support Act 2003 - Student Services, Amenities, Representation and Advocacy Guidelines.

Student Consultation

Student consultation to inform the allocation of SSAF funds for 2023 included a 'SSAF Student Consultation Poll' (1,025 respondents and 1,884 qualitative comments received) to confirm current student priority areas and delivery preferences. This feedback was then cross-validated and subject to further exploratory discussion and ideation with RMIT's Student Experience Advisory Group (SEAG). SEAG is a forum of elected RMIT Student Union Representatives (RUSU), other RMIT student leaders, and is co-chaired by RMIT's Executive Director Students and the RUSU President.

The SEAG recommended four student priority themes for 2023:

- **Student Life & Campus Engagement** to drive student connection and belonging and to support the return to a safe and vibrant on-campus student experience, including student clubs and societies.
- **Student Welfare & Wellbeing** support for students, across dimensions of mental health, legal and financial advice, consent and respectful behavior, and accommodation and food security.
- **Student Employability** to support career development, promote participation in work-integrated learning and engagement in co-curricular industry experiences.
- **Student Representation**, including in relation to student rights advocacy, and providing opportunities for diverse student voices in university decision-making and student media.

The four themes were endorsed by RMIT's SSAF Steering Committee and used to guide planning and delivery of 2023 SSAF funded services and activities. The priorities, services, and amenities to be funded are published annually on the [RMIT Student SSAF Website](#).

In addition, ongoing student consultation and feedback is embedded in a range of activities that shape SSAF spending at RMIT. This includes student input through: Strategic Advisory Groups, regular RUSU Partnership Meetings, students as staff, Co-design Activity and Student Focus Groups, Student Ideas, Online Form, Annual "Have Your Say" Student Voice Summit, as well as evaluation and interview data.

Compliance

The RMIT SSAF Steering Committee (chaired by the Executive Director Students, and with membership including RUSU and RMIT representatives) met quarterly in 2023 to review expenditure and outcomes in accordance with subsection 19-38(4) of the *Higher Education Support Act 2003*.

Achievements

A summary of RMIT and RUSU's 2023 SSAF delivery achievements and highlights is included at page 9-15 of this report.

SSAF Revenue Summary

	2023 Allocation \$ ¹	2023 Actual \$
SSAF Revenue	\$14,186,064	\$14,186,064
SSAF revenue carried forward from 2022	\$0	\$0
Total SSAF funds available for 2023	\$14,186,064	\$14,186,064
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)	charged on a pro-rata basis at the rate of \$3.40 per credit point for each course up to a maximum of \$326	28,501
Part-time ¹ (< 0.75 EFTSL)	charged on a pro-rata basis at the rate of \$3.40 per credit point for each course up to a maximum of \$244.50	22,138
Vocational Education	charged on a pro-rata basis \$0.46 per nominal student contact hour, up to a maximum of \$326	11,260
		Total: 61,899

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	[Insert reported year] SSAF charged \$ ²	Approx. number of SSAF students remote learning [Insert reported year] ⁴
Remote learning/Online only	charged on a pro-rata basis at the rate of \$3.40 per credit point for each course up to a maximum of \$326	3,225

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.

Key Area	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services*
Student Clubs & Societies <ul style="list-style-type: none"> Supporting the administration of a club most of whose members are students 	\$672,192	\$672,192	Yes	11,110
<ul style="list-style-type: none"> Academic & study skills clubs (49) 				5,280
<ul style="list-style-type: none"> Creative clubs (17) 				2,525
<ul style="list-style-type: none"> Political clubs (5) 	Not applicable	Not applicable	-	Not applicable
<ul style="list-style-type: none"> Social & cultural clubs (22) 				1,236
<ul style="list-style-type: none"> Spiritual & faith-based clubs (3) 				723
<ul style="list-style-type: none"> Sport clubs & affiliations (31) 				1,346
Student Employability <ul style="list-style-type: none"> Helping students obtain employment or advice on careers. 	\$3,242,785	\$3,242,785	Yes	93,628
Student Life & Campus Engagement <ul style="list-style-type: none"> Providing food or drink to students on a campus of the higher education provider. Supporting a sporting or other recreational activity by students Supporting an artistic activity by students. Giving students information to help them in their orientation. 	\$4,075,153	\$4,075,153	YES (excluding food & drink provision)	105,713
Student Rights & Representation <ul style="list-style-type: none"> Advising on matters arising under the higher education provider's rules (however described) Advocating students' interests in matters arising under the higher education provider's rules (however described) Supporting the production and dissemination to students of media whose content is provided by students. 	\$2,172,191	\$2,172,191	Yes	9,336

<p>Student Welfare & Wellbeing</p> <ul style="list-style-type: none"> • Promoting the health or welfare of students. • Providing legal services to students. • Helping students secure accommodation. • Helping students with their financial affairs. • Helping meet the specific needs of overseas students relating to their welfare, accommodation, and employment. 	\$4,023,743	\$4,023,743	Yes	36,473
<p>Services & Amenities not funded by SSAF at RMIT:</p> <ul style="list-style-type: none"> • Caring for children of students. • Helping students obtain insurance against personal accidents. • Supporting debating by students. • Providing libraries and reading rooms (other than those provided for academic purposes) for students. • Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled. 	\$0	\$0	Not Applicable	Not Applicable
Total	\$14,186,064	\$14,186,064		256,260

*The estimated number of students accessing services delivered across RMIT and RUSU. This number represents a count of student engagements, not a count of unique students.

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
RMIT University Student Union Incorporated (operating as 'RUSU')	90 575 269 384	RUSU contributes to the delivery of services against nine (9) allowable items	\$3,726,000	26.26%
		Student Clubs & Societies <ul style="list-style-type: none"> Supporting the administration of a club most of whose members are students 	\$385,599	2.72%
		Student Life & Campus Engagement <ul style="list-style-type: none"> Providing food or drink to students on a campus of the higher education provider. Supporting a sporting or other recreational activity by students. Giving students information to help them in their orientation. 	\$642,709	4.53%
		Student Employability <ul style="list-style-type: none"> Helping students obtain employment or advice on careers. 	\$352,029	2.48%
		Student Rights & Representation <ul style="list-style-type: none"> Advising on matters arising under the higher education provider's rules (however described). Advocating students' interests in matters arising under the higher education provider's rules (however described). 	\$1,563,449	11.02%
		Student Media <ul style="list-style-type: none"> Supporting the production and dissemination to students of media whose content is provided by students. 	\$348,400	2.46%
		Student Welfare & Wellbeing <ul style="list-style-type: none"> Promoting the health or welfare of students. 	\$433,814	3.05%
Student Youth Network Incorporated (operating as 'SYN Media')	94 478 397 512	Supporting the production and dissemination to students of media whose content is provided by students.	\$15,000	0.11%

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, Professor Sherman Young, Deputy Vice-Chancellor Education & Vice President of Royal Melbourne Institute of Technology, 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.

.....

Signature of Person making Declaration

Sherman Young

.....

Full name of Person making Declaration

Sherman Young

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Position of Person making Declaration

DVC Education

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Date

20 June 2024 | 16:05:01 AEST

SSAF Expenditure Report - 2023

THANKS SSAF



SSAF Delivery Partners:



Expenditure Summary

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Student Services and Amenities Fees at RMIT

Student Services and Amenities Fees (SSAF) at RMIT University are annually spent on the Australian Government's list of [Allowable Items](#). The services and amenities are delivered by RMIT University and the RMIT University Student Union (RUSU).

SSAF 2023 Income & Expenditure	
Funds collected	\$14,186,064
Funds spent	\$14,186,064

Accessing SSAF Services

As part of our commitment to inclusion and accessibility, a majority of our SSAF funded initiatives are available both on campus and online.

In direct response to student consultation, health, wellbeing, and student employment have continued to be prioritised within SSAF expenditure.

Your SSAF Your Say

Student input shaped SSAF spending in 2023 through:

- Co-design activity with Student Representatives
- Student focus groups
- SSAF Consultation Survey
- Annual "Have Your Say Week" student voice summit



Your SSAF covers a lot!

Here's how your SSAF enhanced student life in 2023:

1. Student Life & Campus Engagement* **\$4,747,345**
(including Free Food & Club Support)
2. Student Welfare & Wellbeing **\$4,023,743**
3. Student Employability **\$3,242,785**
4. Student Media, Representation & Rights **\$2,172,191**

*Some Student Life and Campus Engagement activities were able to be expanded via co-funding opportunities

Student Life & Campus Engagement

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Preparing & Connecting

- 16,200+ students celebrated Orientation with 19 events delivered by RMIT and RUSU such as: O-Week, Welcome Bash, Campus Fest, and Campus Tours.
- 7,900+ students completed the How2RMIT Canvas course, boosting their university readiness.
- 380+ students participated in RMIT equity and inclusion events including; Midsumma Pride March, AfroEdge - career development program for African students, Melbourne Bisexual Network launch, and more!
- Supported and connected with 2,500+ students across 160 Kirrip program activities led by student leaders including; speed friending, cooking classes, and Melbourne experiences.
- 91 students attended student-led Indigenous cultural tours enhancing their knowledge of local places of significance as well as First Nations history and culture.



Clubs & Events

- RMIT & RUSU supported 110 student-led clubs in delivering thousands of online and in-person events and development activities for 11,100+ members.
- RUSU events attracted 42,000+ attendees including ChillnGrill, Boat Cruises, End of Exams Parties, Women's & Queer Nightclub events & Post Grad mixers.
- RUSU's Cross-Campus Initiatives spark student dialogue through outreach such as Let's Get Consensual Week, Multicultural Week, and Pride Week celebrating the LGBTQIA+ student and staff communities.
- 'Club Leadership Day' united 120+ student volunteers across RMIT and RUSU for critical skill development.
- RMIT's bi-annual student dance competition - 'Bust A Groove' brought students together to share and celebrate their talents.



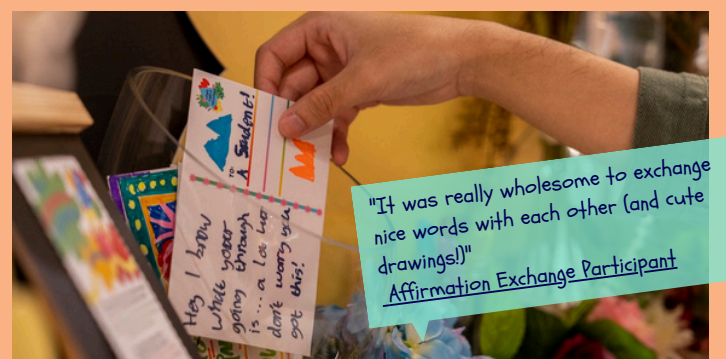
Creative & Active

Student-led creative initiatives

- 2,000+ students enjoyed weekly dance classes including Salsa, Hip Hop, K-Pop, and Latin & Ballroom.
- 3,400+ students engaged with student-designed and delivered creative activations including: Affirmation Exchange, Creative Play on the Road, Creative Long Tables, Public Art Trail, and the Melbourne International Games Week.
- Development commenced of 'We Belong - Beyond Accessibility' art project, the third instalment in the RMIT X RUSU collaborative Art for Social Change series.

Active highlights

- Launched new Active Hub 'City Campus Student Gym' including group fitness classes and personal training.
- Provided Fitness Online - remote personal training.
- 2,600+ students engaged in weekly active & social sport sessions such as yoga, volleyball, and rock climbing.
- 4,800+ students engaged in Esports Community & RMIT Games Discord.
- 160+ students were supported to participate in the ACU Varsity, UTS Derby, and Summer and Snow Uni National Championships.
- Bundoora activities: University Basketball League (UBL), Decathlon Festival, Daily Free Play Sessions, Sports Media Program and Free Student Gym Passes.
- 14,000+ viewers tuned in to watch RMIT Active Live Basketball Events.



Student Welfare & Wellbeing



Student Support

- 7,650+ student counselling appointments offered.
- Student Welfare Advisors assisted 3,000+ students.
- 7,000+ students engaged with RUSU's Compass Welfare and outreach events.
- RMIT Student Legal Service provided 1,000+ services, including legal tasks and referrals.
- 466 students aided by RMIT's 24-hour mental health support line.
- 320 international students benefited from iUse/ISTP for discounted public transport travel in Victoria.
- 274 additional 'Equitable Learning Plans' for RMIT students.
- Support for neurodivergent students was enhanced via:
 - Neurodivergent study sessions, a collaborative initiative of RUSU, RMIT Library and Equity & Inclusion Teams.
 - The introduction of dedicated neurodivergent-friendly study spaces across City, Brunswick and Bundoora campuses.
 - New resources and training helped to better equip staff in supporting neurodivergent students.



"It was such a surreal experience getting to attend my first Pride-centered event. I felt a sense of belonging and pride in myself that is truly indescribable."
Pride March Attendee

Wellbeing & Respect

- Weekly spiritual activities and services helped and supported the personal wellbeing of students.
- 8,000+ students engaged in RUSU and RMIT wellbeing activities including:
 - R U OK? Day
 - Suicide prevention training
 - Ways to Wellbeing activations
 - batyr@RMIT and stress prevention training
 - Stress Less Week
 - University Mental Health Day
- 1,000+ students joined RMIT Mental Health & Wellbeing workshops or tuned in to Counselling Armchair Podcasts.
- Connecting with 5,620+ students at Get Consensual Week, International Women's Day, and Pride Week, RUSU led powerful respect campaigns and activations fostering awareness and inclusivity.
- 800+ students visited RMIT Safer Community 'Tent Activation' during orientation, igniting meaningful discussions and destigmatising help-seeking.
- RMIT launched the Inclusion, Diversity, Equity, and Access (IDEA) Framework and Student Gender Equity Action Plan.
- 500+ student leaders completed Inclusion, Diversity, Equity and Accessibility training.

"Your willingness to extend a helping hand when I was feeling most helpless was a source of immense comfort and relief. Knowing there are people like you who are ready to offer support is heartwarming."
RMIT Student



Food Services

70,000+ free meals served across RUSU departments and events:

- 29,000+ breakfasts and 14,000 pieces of fruit.
- 40,500+ lunches across 97 free lunch events.
- 3,000+ students reached through Welfare on Wheels.
- 2,500+ students accessed Compass Cupboard services.
- RUSU Compass Marketplace provided 1,000+ students with produce and recipe cards, promoting healthy meal preparation on a budget.



Student Employability



Jobs, Mentoring & Industry Experience

- 720+ students employed via Jobs on Campus.
- 1,780+ mentoring experiences delivered.
- 12,200+ students attended diverse industry events: Careers Fairs, Job Ready workshops, networking, Tech and Grad Bootcamps.
- Students were able to connect with many of RMIT's 300+ industry partners.
- 330+ students completed the Microsoft Tech Bootcamp.
- RMIT received the 'Excellence in International Student Employability and Career Development' award at the 2023 Victorian International Education Awards.

"Talking to the careers consultant helped me to direct where I want to go and what to aim for as well as the steps on where to start."
RMIT Student



"I am amazed by the information shared in this session! Really look forward to implement everything I learnt today!"
Industry Bootcamp student

Skill Development

- 3,500+ students completed careers and work integrated learning focused micro-credentials.
- 500+ educators integrated employability initiatives and industry-partnered learning into academic programs.
- 500+ students completed the 'RMIT Volunteer Ready' Program, helping prepare them to volunteer within the student community or not-for-profit sector.
- RUSU's Volunteering Program upskilled 144 students in Food Safety Handling, Responsible Service of Alcohol, Youth Mental Health First Aid, and Student Appeal Hearing Support.
- Tailored professional development program were delivered for Higher Degree by Research students, including online and on-campus workshops.
- RMIT Sports Academy provided sports media placements & live media training to 31 RMIT students.

Career Assistance

- 5,400+ students were supported via career consultations and Job Shop drop-in services.
- 34 in-class career development workshops were delivered.
- 49,000+ students utilised Careers Centre digital employment resources, including job boards, mock interviews, and self-assessments.
- 750 students received a career boost by completing the RMIT Future Edge Program.
- Specialised career services, including consultations and workshops were delivered to support RMIT students living with a disability.

"As a professional, working amongst the sports media program has taught me so much about the working environment of a creative."
RMIT Sports Media Intern



Student Media, Representation & Rights

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Student Media

- 360 RMIT students received training from SYN and produced on-air radio content.
- RMIT Catalyst Magazine produced four editions— Pleasure, Controversy, Afterlife, and Down the Rabbit Hole — led by 18 students with support from a diverse team of contributors.
- RMITV provided industry experience to 245 volunteers, enabling students to create TV series and animated short films for YouTube and Channel 31.



"I decided I needed to be a better advocate for myself and other people who are neurodivergent, so I came along to share my insights."
HYSW Attendee

Student Rights

- RUSU Student Rights Officers advocated for 500+ student cases and managed over 1,800 student queries.
- Student volunteers supported their peers, contributing 218 hours across 33 student appeal hearings.
- RUSU Student Liaison Officers assisted 3,100+ students with resources, referrals, and general enquiries.



"It was an honour to attend the TEQSA Conference, it gave students and education providers an opportunity to discuss ensuring future quality and integrity of tertiary education."
Student Attendee

Student Representation

- 6 student delegates were supported to attend the Tertiary Education Quality and Standards Agency conference where they heard from, networked, and shared student views with education sector leaders and ministers.
- RUSU supported 28 elected Student Union Council representatives advocating across 16 boards and committees, attending weekly meetings with RMIT executives.
- RUSU influenced five RMIT policy suites and secured key initiatives including compulsory consent training and extended library hours during peak study periods.
- 115 Student Staff Consultative Committee (SSCC) representatives were trained to advocate for their peers, collaborate with academic staff, and enhance the student experience.
- 42 student leaders participated in the Student Experience Advisory Group (SEAG), connecting with university staff and sharing student voices on key strategic projects.
- Student Voice Facilitators collaborated with 200+ student and staff attendees at Have Your Say Week to workshop ideas across the following themes:
 - Addressing financial insecurity
 - Creating a "campus" of the future
 - Equitable learning for everybody



Student priorities for SSAF in 2024

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RMIT student top priorities for 2023 & 2024*:

- Free Food Initiatives
- Activities, Events & Parties
- Career Development, Mentoring & Networking
- Counselling, Student Support Services & RUSU Compass Support

*Based on 2022 SSAF poll responses

How to get involved

RMIT students can share their feedback about the way SSAF is spent. If you have feedback or you would like to be involved in bringing an idea to life, complete [this form](#). 



Acknowledgement of Country



RMIT University acknowledges the people of the Woi wurrung and Boon wurrung language groups of the eastern Kulin Nation on whose unceded lands we conduct the business of the University. RMIT University respectfully acknowledges their Ancestors and Elders, past and present. RMIT also acknowledges the Traditional Custodians and their Ancestors of the lands and waters across Australia where we conduct our business.