

Royal Melbourne Institute of Technology (RMIT)

Student Services and Amenities Fee (SSAF) 2022 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 2022 included an annual 'SSAF Student Consultation Poll' (820 respondents and 275 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 2022:

- **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 2022 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, Co-design Activity and Student Focus Groups, Student Ideas, Online Form, Annual "Have Your Say" Student Voice Summit, as well as survey 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 2022 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 2022 SSAF delivery achievements and highlights is included at page 9-15 of this report.

SSAF Revenue Summary

	[2022] Allocation \$ ¹	[2022] Actual \$
SSAF Revenue	\$13,322,337	\$13,322,337
SSAF revenue carried forward from 2021	\$1,918,602	\$1,918,602
Total SSAF funds available for 2022	\$15,240,939	\$15,240,939
SSAF revenue carried over into 2023	\$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 2022 the maximum SSAF was \$315.

Student Status	2022 SSAF charged \$ ²	Number of students charged in 2022 ³
Full-time ¹ (> 0.75 EFTSL)	charged on a pro-rata basis at the rate of \$3.29 per credit point for each course up to a maximum of \$315.00	24,608
Part-time ¹ (< 0.75 EFTSL)	charged on a pro-rata basis at the rate of \$3.29 per credit point for each course up to a maximum of \$236.88	23,371
Vocational Education	charged on a pro-rata basis \$0.44 per nominal student contact hour, up to a maximum of \$315.00	9,413
		Total: 57,392

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 2022. 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 2022 as the total EFTSL they undertook in 2022 was equal to 0.875.

Student Status	2022 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2022 ⁴
Remote learning/Online only	charged on a pro-rata basis at the rate of \$3.29 per credit point for each course up to a maximum of \$315.00	3,511

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	2022 Total Allocation \$	2022 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 	\$673,024	\$673,024	YES	8,205
<ul style="list-style-type: none"> Academic & study skills clubs (54) 				5,001 members
<ul style="list-style-type: none"> Creative clubs (18) 				561 members
<ul style="list-style-type: none"> Political clubs (3) 	Not applicable	Not applicable		Not applicable
<ul style="list-style-type: none"> Social & cultural clubs (19) 				1,423 members
<ul style="list-style-type: none"> Spiritual & faith-based clubs (3) 				571 members
<ul style="list-style-type: none"> Sport clubs & affiliations (43) 				649 members
Student Employability <ul style="list-style-type: none"> Helping students obtain employment or advice on careers. 	\$3,319,393	\$3,319,393	YES	49,048
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. 	\$4,374,624	\$4,374,624	YES (excluding food & drink provision)	52,695
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. 	\$2,380,755	\$2,380,755	YES	2,782

<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. 	\$4,493,143	\$4,493,143	YES	24,233
<p>Services & Amenities not funded by SSAF:</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		
Total	\$15,240,939	\$15,240,939		

*The estimated number of students accessing services includes services delivered by RMIT and by RUSU.

Organisations, bodies, or third-party providers that received SSAF funding in 2022.

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Allocated
RMIT University Student Union Incorporated (operating as 'RUSU')	90 575 269 384	RUSU contributes to the delivery of services against nine (9) allowable items	\$4,158,835	27%
		Student Clubs & Societies <ul style="list-style-type: none"> Supporting the administration of a club most of whose members are students 	\$359,370	2%
		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. 	\$1,165,642	8%
		Student Employability <ul style="list-style-type: none"> Helping students obtain employment or advice on careers. 	\$451,732	3%
		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. 	\$1,694,135	11%
		Student Welfare & Wellbeing <ul style="list-style-type: none"> Promoting the health or welfare of students. 	\$487,691	3%
Student Youth Network Incorporated (operating as 'SYN Media')	94 478 397 512	<ul style="list-style-type: none"> Supporting the production and dissemination to students of media whose content is provided by students. 	\$30,000	0.2%

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.

A handwritten signature in black ink, appearing to read 'S. Young', with a stylized flourish at the end.

Signature of Person making Declaration

Professor Sherman Young

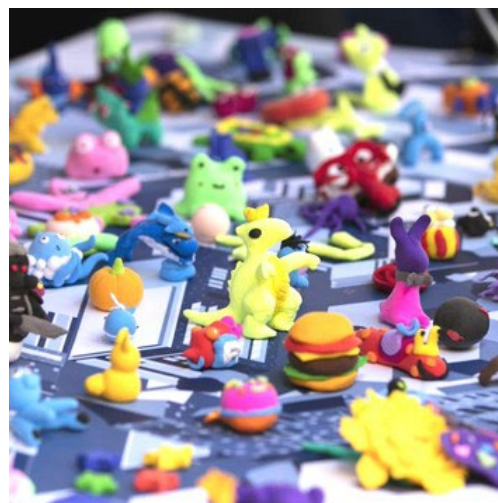
Full name of Person making Declaration

Deputy Vice-Chancellor Education & VP

Position of Person making Declaration

Date 16th June 2023

SSAF Expenditure Report - 2022



SSAF Delivery Partners:



Expenditure Summary



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 2022 Income & Expenditure	
Funds collected	\$13,322,337
Carried over from 2021	\$1,918,602
Funds spent	\$15,240,939
Carry over to 2023	\$0

SSAF funded initiatives following Covid-19

With the impact of COVID-19 in 2020 and 2021, RMIT refined delivery of funded initiatives to meet social distancing requirements or be remotely delivered. Prioritisation of student health, welfare, and financial assistance funding was also enhanced.

At the time, key services remained in place by shifting to remote delivery, in most cases increasing their reach.

Following the ease of restrictions, many services now take a hybrid approach.

Your SSAF Your Say

Student input shaped SSAF spending in 2022 through:

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



Your SSAF covers a lot!

Here are some of the ways your SSAF has enhanced student life in 2022.

1. Student Wellbeing & Support \$4,493,143
2. Career Development & Future Ready \$3,319,393
3. Connection & Belonging \$5,047,648
4. Student Media, Representation & Rights \$2,380,755

Student Wellbeing & Support



Student Support

- Student Welfare Advisors provided 2,300+ students with welfare support and advice, with an additional 2,400+ online queries.
- 110+ emergency financial assistance vouchers provided to students affected by unexpected circumstances.
- 3100+ students supported by tailored Equitable Learning Plans.
- Up-skilled staff to better support students registered with ELPs, Neurodiversity and Digital Accessibility.
- RUSU hosted Neurodiverse Study Sessions "Shut Up and Study" with RMIT Library.
- RMIT Student Legal Service provided 1150+ services to students including legal tasks and referrals.
- 10,000+ students reached through RUSU Compass Welfare, Compass Cupboard and outreach events.
- 100+ postgrad and undergrad students attended RUSU's Sit and Study events.
- 110+ students attended 3 postgrad social events.
- Weekly spiritual activities, services and events delivered to support personal wellbeing and social connection.



"...Your friendly presence and kind assistance, we went above and beyond and was always reliable and professional."
Anonymous



"RMIT Connect has been an amazing team during some tough times for me, I'm really appreciative and thankful for their hard work!"
Anonymous

Wellbeing & Respect

- 7,800+ student counselling appointments available.
- RMIT's 24 hour urgent mental health support line, Lifeline Direct, supported 433 students.
- The Counselling Armchair Podcast and Webinar series were released by Student Counselling.
- Student-lead wellbeing initiatives including:
 - R U OK? Day communication campaign with 10,000+ social media video views.
 - R U OK? Day events with 860+ attendees.
 - University Mental Health and Wellbeing Day movie screening and games activation.
 - Kirrip & RMIT Creative delivered 150 study break packs during take time for your wellbeing activities.
 - In partnership with Batyr, 470+ students participated in programs aimed at reducing stigma around help seeking.
- 900+ students participated in RUSU's 'Let's Get Consensual' Week raising awareness on respectful relationships and sexual consent.
- 100+ students participated in bystander intervention and 'Responding to disclosure' training.

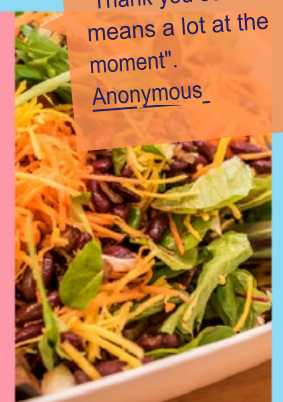
Food Services

80,000+ free meals served across all RUSU departments and events including:

- 47,000+ provided by healthy breakfast program.
- 30,000+ lunches over 100 Free Lunch Events.
- 1,850+ students reached through welfare on wheels.
- 1,000+ international students attended 41 'Food with Friends' events.
- RUSU Compass free fruit and veggies pop ups and free grocery giveaways in partnership with Unicare.



HAVE
LUNCH
ON US



"Thank you so much, this means a lot at the moment".
Anonymous

Career Development & Future Ready



Jobs, Mentoring & Industry Experience

- 650+ students employed through Jobs on Campus.
- 2,100+ Mentoring Experiences delivered.
- 10,700+ attended 400+ careers and industry events including: Job Ready Workshops, Industry Professional Development Sessions and specialised Tech and Grad Bootcamps.
- Digital employment resources including job boards, mock interviews and self-assessments were utilised by 23,500+ students.
- 30+ students employed to support key activities delivering graduation for 20,950 graduating students.
- RMIT Sports Academy provided 76 Work Integrated Learning (WIL) placements within Allied Health and Media specialities.
- The equitable learning career service supporting students living with a disability or chronic illness helped 41 students received employment and internships, while 21 students connected with a mentor.



"If you are a student who wants to land their dream job, become a mentee to transform yourself from a student to a professional."
Future Ready Mentee

Career Assistance

- 7,000+ students received tailored career support from Job Shop inc: career counselling, support finding employment and resume consultations.
- Utilised AI Digital Technology and introduced VR mock interviews and career exploration activities.
- Discipline specific career assistance programs including:
 - Tailored social work event series
 - Engineering-specific mentoring, interviews and networking events
- A specialised career service launched to support RMIT students who are registered with Equitable Learning & Accessibility and/or living with a disability supported 266 students through career consultations and workshops.

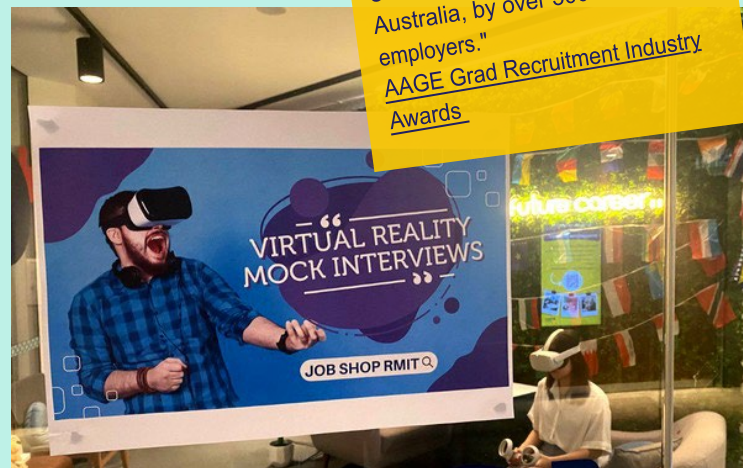


"I learnt a lot about my personal skills and values which I was able to implement into my resume and assist when applying for future career positions."
Anonymous

Skill Development

- 4,500+ students were supported to complete WIL focused micro credentials.
- Supported 500+ staff to embed employability and industry partnered learning into curriculum through tailored assessments, Career Development Learning and WIL.
- RUSU's Volunteering Program up-skilled 164 students with Food Safety Handling, Responsible Service of Alcohol, Youth Mental Health First Aid and Student Appeal Hearing Support training.
- Job Shop & Higher Degree by Research (HDR) Team launched an enhanced professional development program including workshops and online modules for HDR Students.

"RMIT was voted the most popular Career Development service in Australia, by over 300 industry employers."
AAGE Grad Recruitment Industry Awards



Connection & Belonging



Preparing & Celebrating

- RMIT and RUSU delivered 14 orientation events for students including: Celebrations, RUSU's Welcome Bash, Club Expos, Band night, as well as Indigenous Culture and Virtual Campus Tours.
- 90 peer-to-peer How2RMIT university induction sessions delivered, preparing students for success.
- Events supported cultural inclusion and racial equity as well as students' capability and development including two-day Women of Colour event and International Day for the Elimination of Racial Discrimination.
- 641 off-shore and on-shore students supported via 166 Kirrip program social activities delivered by student leaders.
- RMIT and RUSU recognised Pride Week with a series of events and activities celebrating the LGBTQIA+ student and staff communities.



"I consider myself a bit anti-social and shy, but being part of the Creative community has made me feel comfortable and open."
Creative Project Participant

Clubs & Events

- RMIT & RUSU supported 125+ student-led clubs to deliver online and in-person social events and development activities.
- 70+ remote and on-campus RUSU events hosted 40,000+ attendees including: Multicultural Week, Pride Week, Let's Get Consensual, Boat Cruise, End of Exams Parties, Oktoberfest and more!
- RUSU brought student life to Bundoora campus with events inc. 5 x Pop Up Pub events.
- 'Student Leader Development Day' brought together 80+ student leaders from across RMIT including Club Leaders, Kirrip Stewards and RUSU Reps for critical skill development.



"I love the sense of community, it feels like a family. We are the Kirrip Family".
Lynda, Kirrip Steward

Creative & Sport Activity

Weekly student life activities to help students connect and stay healthy, including: Online gaming, dance classes, volleyball and stand-up paddle-boarding.

Student-led creative initiatives:

- Journey of Mapiyal Indigenous Solidarity Art Project collected 270 pledges across campuses and was nominated for 2022 Victorian Premier Design Awards.
- 46 students participated in 12 co-creation 'Mindful Art Collaboration' sessions with Live Particle.
- Installed public pride artwork on building 8 steps.
- 7,280+ students engaged with Public Art Trail with 6 student designed public art activations

Sports highlights:

- Sparta Science provided personalised, movement scans and exercise plans for 360+ students.
- Social Sports: tri-weekly sessions including volleyball, futsal, street cricket, basketball and lacrosse.
- Sport activations supporting inclusion, social and cultural celebrations including Pride week, EID, STEM Health Care Cup, ACU Varsity, UTS Derby.
- Supported 150+ students to participate in the Uni Nationals.



"The week completely exceeded my expectations, I made so many friends and loved feeling part of the university probably for the first time."
Lucia D', Womens Hockey Nationals

Student Media, Representation & Rights



Student Media

- 78 RMIT students received training from SYN and produced on air radio content in 2022.
- RMIT Catalyst Magazine produced five editions: Bedroom Pop, Cult, Future Tense, Everywhere and Curtain Call, featuring 3 student editors and a diverse team of contributors.
- 265 volunteers received practical industry experience from RMITV giving students the opportunity to produce TV series and animated short films for YouTube and Channel 31.



Student Representation

- Training, engagement and recognition activity was delivered for 815 Student Staff Consultative Committee, 29 Student Experience Advisory Group and 15 Academic Board representatives.
- 28 elected Student Union Council representatives were trained and supported, representing RMIT students on the Academic Board, Sustainability Committee, Health Safety & Wellbeing Committee and a range of advisory groups.
- RUSU helped shape three RMIT policy suites and successfully advocated for changes to how reports of Sexual Assault and Harm are managed and investigated.
- Student representatives collaborated to develop ideas for 'The Future of Education' presenting them to senior staff at Have Your Say Day the RMIT Learning & Teaching festival.
- 'Student Voice Facilitator' pilot program, employed 10 students to help amplify student voices across a range of themes and key strategic projects at RMIT.



Student Rights

- RUSU Student Rights Officers provided advocacy support for 500+ student cases.
- RUSU Student Liaison Officers triaged and supported 950+ students with student rights advice, information resources and referral.
- RUSU Student Rights appeal volunteers attended 39 hearings, volunteering 117 hours.
- RUSU provided dedicated HDR student rights service and advocacy.




Student priorities for SSAF in 2023



According to the SSAF Poll conducted July 2022 - RMIT student top priorities for 2023 are:

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

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.