

Campion College Australia

Student Services and Amenities Fee (SSAF)

2025 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

- Tea/coffee/water fountain/BBQ facilities
- Sporting and recreational equipment
- Support for CCSA activities (e.g. Debating, Classical Olympics, Theatre Society performances, Champion bus)
- Health and welfare services (e.g. Chaplaincy, Counselling)
- College community activities (e.g. Formal Hall, Retreats, Study Hall, community lunches)
- Careers talks and Expos, Learning workshops, and programs
- Champion Ball
- Piano and Schola
- Student newsletter - sextant
- Orientation Week activities Since expenses for these items far exceed revenue raised from the SSAF, it was determined that no specific item would be prioritised, and all items are to be heavily subsidised. Expenditure on items related to SSAF are contained in the Financial Reports to the Champion Institute Board.

SSAF Revenue Summary

	2025 Allocation \$ ¹	2025 Actual \$
SSAF Revenue	\$ 25,300	\$25,300
SSAF revenue carried forward from 2024	\$0.00	\$0.00
Total SSAF funds available for 2025	\$25,300	\$25,300
SSAF revenue carried over into 2026	\$0.00	\$0.00

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 [insert reported year] the maximum SSAF was \$[insert maximum SSAF for the reported year].

Student Status	2025 SSAF charged \$ ²	Number of students charged in 2025 ³
Full-time ¹ (> 0.75 EFTSL)	\$110.00	135
Part-time ¹ (< 0.75 EFTSL)	\$55	6
Total:		141

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 [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 \$ ²	Approx. number of SSAF students remote learning 2025 ⁴
Remote learning/Online only	\$0.00	none

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.

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	2025 Total Allocation \$	2025 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Food and drink facilities	\$0.00	\$8,000	No	115
2. Sporting & recreational equipment	\$0.00	\$700	No	90
3. Clubs or other associations				
a. Sporting	\$0.00	\$500	No	85
b. Internal student politics	\$0.00	\$500	No	70
c. Theatre society	\$0.00	\$900	No	90
d. Debating	\$0.00	\$150	No	50
4. Study Skills / careers Expo	\$0.00	\$500	Yes	65
5. Careers advice	\$0.00	\$400	Yes	50
6. Health and welfare services				
a. Chaplaincy	\$0.00	\$ 30,611	No	70
b. Counselling	\$0.00	\$12,730	Yes	45
7. College community activities				
a. Formal Hall	\$0.00	\$4,579	No	110
b. Retreat	\$0.00	\$24,017	No	90
c. Study Hall	\$0.00	\$850	No	70
8. Orientation (information packs; tours; info sessions; clubs/societies promotion)	\$15,180	\$15,180	No	51
9. Piano & Schola (music expenses)	\$0.00	\$12,083	No	95
10. CCSA 40% disbursement	\$10,120	\$10,120	No	115
Total	\$25,300	\$122,670	n/a	n/a

1. Allocation of SSAF revenue – non-student-led organisations: *Not Applicable*

Organisation Name ¹	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]	\$	%
	[XX XXX XXX XXX]	Key Area [insert key area reference number]	\$	%
	[XX XXX XXX XXX]	Key Area [insert key area reference number]	\$	%
Total SSAF provided to non student-led organisations			\$	%

¹ 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 ²	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>Campion College Students Association</i>		Student Leadership and Professional Development, Spiritual enrichments, Academic intellectual enquiry, Sporting competitions & avenues, Residential student competitions (Trivia, cooking competition, debating), Student mentoring, Clubs and societies events	\$10,120	60%	Y/N	Agreed on XX OR Submitted on XX and pending approval
		Key Area [insert key area reference number]	\$	%	Y/N	Agreed on XX OR Submitted on XX and pending approval
		Total SSAF provided to student-led organisations	\$10,120	60%		

² 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 ¹	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>Campion College Students Association</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>No</i>	<i>No</i>	<i>No</i>	Agreed on implementation of governance procedures and conducting an audit in 2027. At 2026 CCSA AGM, handover process will be detail to incoming leadership team.
	Y	Y	Y	N	N		

Declaration by Person of Authority

I, Tony Mattar, Student Life & Alumni Relations Manager of Campion College Australia, 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.

.....

Signature of Person making Declaration

.....

Full name of Person making Declaration

.....

Position of Person making Declaration

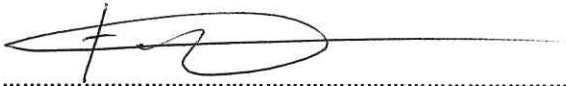
.....

Date

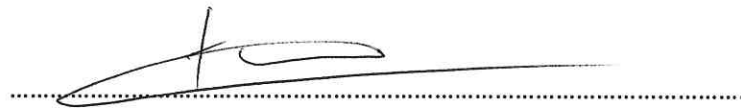
Declaration by Person of Authority

I, Tony Mattar, Student Life & Alumni Relations Manager of Campion College Australia, 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.



Signature of Person making Declaration



Full name of Person making Declaration

Tony Mattar

Position of Person making Declaration

Student Life and Alumni Manager

Date 17/6/26