

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

CDU's [Strategic Plan](#) highlights the importance of the student experience through Goal 6: Creating a student experience where every student can connect and succeed. Supporting this, Student Services and Amenities Fees (SSAF) provide access to essential facilities, services, and activities that enrich engagement and campus life across all locations.

In 2025, SSAF funding supported a wide range of initiatives to enhance student life, wellbeing, and success, with priorities including building community, supporting engagement, and improving access to resources and opportunities. Through these initiatives, SSAF funding played a vital role in creating a positive, inclusive environment where students were heard, felt connected, and could thrive both online and on campus.

Charles Darwin University is committed to ensuring that the allocation of Student Services and Amenities Fee (SSAF) revenue is shaped by meaningful student input and subject to robust institutional oversight. The CDU Student Council, as the peak representative body for students at CDU, works closely with the Student Engagement team to discuss the needs of students and funding priorities when the SSAF budget is drafted each year. The proposed annual SSAF budget is presented to the CDU Student Council for consultation and approval prior to finalisation, ensuring that student representatives have a direct and formal role in determining how SSAF funds are directed. A [student survey](#), open all year, captures direct student feedback about priorities and preferences for SSAF funding, with data from key student surveys also analysed to identify areas of need alongside feedback gathered through university committees, service delivery usage and demand, event attendance, and enrolment data. Once the Student Council has endorsed the budget, it is submitted to the Senior Executive Team for formal endorsement before implementation, providing a dual layer of student and institutional accountability. Together, these processes ensure that SSAF revenue is expended in accordance with subsection 19-38(4) of the *Higher Education Support Act 2003* and reflect CDU's ongoing commitment to transparency, student agency, and responsible stewardship of student funds.

This report outlines the activities and programs provided for CDU students using the 2025 Student Services and Amenities Fee (SSAF) in accordance with the Higher Education Support Act 2003.

Below are a few highlights of the key activities funded by SSAF in 2025.

1. Health Services		
Health Services encompass Counselling, Safer Communities, Access and Inclusion, and general student health and wellbeing support. CDU continued to invest significantly in this area in 2025, which students consistently identify as their highest priority.		
Counselling Services	Access and Inclusion	Safer Communities
CDU offered free, confidential counselling to all enrolled students in 2025. Counsellors supported students with personal, mental health, and academic challenges through individual appointments and group programs, available both on-campus and online. CDU also maintained its partnership with Lifeline Australia, ensuring students had access to 24-hour crisis telephone support.	Access and Inclusion Advisors supported students with disability, chronic illness, neurodiversity, and other access needs throughout 2025. The service facilitated reasonable adjustments and championed an inclusive learning environment across all CDU campuses, ensuring every student had equitable access to their education.	CDU's Safer Communities program supported students who had experienced or were at risk of sexual harm, family violence, or other forms of harm. Using a trauma-informed, evidence-based approach, the program focused on both prevention and response. The 'Consent Matters' online module was made available to all enrolled students, reinforcing CDU's commitment to a safe and respectful campus community.
		
Student Hardship Fund		
The Student Hardship Fund provided financial assistance to students experiencing unexpected financial difficulty in 2025. The fund helped students manage unforeseen hardship that may have otherwise impacted their ability to continue their studies, supporting retention and student wellbeing across CDU campuses. A focus on food security with access to food hampers was a priority in 2025 and will continue into 2026.		

2. Clubs or Other Associations		
SSAF funding supported a range of student clubs and associations in 2025, providing students with opportunities to connect, build leadership skills, and engage with campus life beyond the classroom. CDU's student-led groups represented a diverse range of interests, backgrounds, and disciplines.		
CDU Student Council	Student Groups	Sporting & Cultural Activities
The CDU Student Council represented the student voice across the university in 2025, advocating for student interests and contributing to governance processes. The Council played a key role in shaping student life, supporting campus initiatives, and ensuring students had a seat at the table in CDU decision-making.	CDU's student groups offered a rich and diverse range of cultural, academic, and social activities throughout 2025. Groups such as ESS and XTSSA provided students with spaces to connect around shared interests, identity, and academic disciplines, fostering belonging and community across CDU's diverse student population.	Sporting and cultural activities brought students together across CDU campuses in 2025. Highlights included ice skating events, Mooncake Festival workshops celebrating cultural traditions, a Cricket Tournament, and a collaborative network event with the Engineering Student Society and Engineers Australia — providing students with memorable shared experiences.



3. Employment and Career Services

CDU's Careers and Employability team equipped students with the skills, tools, and industry connections needed to successfully transition into the workforce in 2025. Services included one-on-one career consultations, resume and interview support, employer engagement events, and access to online career development platforms.

Industry to Industry & Graduate Employment

The Industry-to-Industry (i2i) and Graduate Employment Programs connected CDU students directly with employers and industry professionals in 2025. These initiatives provided students with real-world exposure, employment pathways, and the opportunity to build professional networks that support long-term career success.

Mentoring Program & Career Ambassadors

The Mentoring Program paired students with experienced professionals, providing guidance, industry insight, and confidence-building support throughout their studies. The Career Ambassadors Program complemented this by engaging current students as peer advocates, helping fellow students navigate career planning and access available services.

National Careers Week & Value Program

National Careers Week provided CDU students with a focused program of events, workshops, and employer engagements designed to explore career pathways and build employability skills. The Value Program supported students in identifying and articulating their strengths, preparing them to present themselves effectively to prospective employers.



4. Other Student Amenities – Student Advocacy

Student Advocacy provided free, independent, and confidential support to CDU students throughout 2025, assisting them in navigating university processes with confidence and fairness.

The Student Advocacy service supported CDU students across a wide range of university processes in 2025, including academic appeals, formal complaints, special consideration requests, enrolment issues, and other administrative matters. Ensuring students received impartial guidance and representation. Student Advocacy empowered students to understand their rights and navigate institutional processes with clarity and confidence.



5. Campus Activation

Campus Activation represented CDU's largest area of SSAF investment in 2025, reflecting the University's commitment to vibrant, inclusive, and engaging student life across all campuses. Programs and events were designed to foster community, build belonging, support student wellbeing, and develop student leadership.

Student Events and Activities

Student events and activities were delivered across Darwin, Alice Springs, and Sydney campuses throughout 2025, providing students with regular opportunities to connect, engage, and build community. Programs were tailored to local student populations and designed to support inclusion, wellbeing, and a sense of belonging at CDU.



Orientation

Orientation events were delivered across all CDU campuses and online in 2025, ensuring commencing students received a welcoming and informative introduction to university life. Orientation provided practical support, timely information, and opportunities to connect with peers, staff, and services from the very start of students' CDU journey.



Your Voice Student Network (YVSN)

The Your Voice Student Network (YVSN) is an online student community that ensures student voices inform decision-making at CDU. In 2025, YVSN included 221 students from all faculties and study levels, with 32 per cent studying fully online. In 2025, the YVSN made its debut at the Vice-Chancellor's Advisory Committee, showcasing how purposeful student engagement drives improvements across the university.



Student Carnival 2025

Held on November 14th at the Danala Campus, this multicultural red-carpet event brought students together to celebrate the start or end of their studies. With food, drinks, a live DJ, a photo booth, and inclusive activities, students were encouraged to wear traditional attire, creating a vibrant showcase of CDU's diverse community.



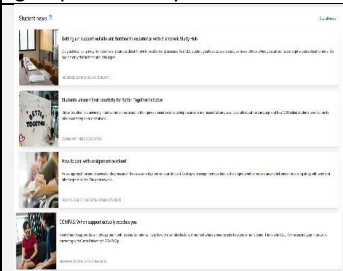
Toasties Tuesday and Waffle Thursday

Run weekly by Student Engagement, Toastie Tuesday and Waffle Wednesday help students connect with peers and CDU support services to enhance their overall wellbeing. The events proved consistently popular in 2025, drawing an average of 80 students each week across both campuses.



Student as Journalists

In 2025, CDU's SSAF-funded Student Journalists team published nearly 40 stories on the Student Portal, attracting over 9,000 unique readers. Celebrating CDU's diverse community while sharing practical study and life advice, the program bridges on-campus and online students across all age groups and study modes.



Boab Breeze

Sunset Social 2025

Held at Casuarina Campus to mark the end of the dry season, this lively event welcomed students, alumni, staff, families, and friends. Featuring live music, a DJ, social sports, games, and food stalls, including free student meals, it brought the CDU community together for a fun and inclusive celebration of campus life.



SSAF Revenue Summary

	2025 Allocation \$ ¹	2025 Actual \$
SSAF Revenue	\$ 2,813,508	\$2,836,283
SSAF revenue carried forward from 2024	\$1,271,135	\$1,271,135
Total SSAF funds available for 2025	\$4,084,643	\$4,107,418
SSAF revenue carried over into 2026	\$ 1,663,637	\$ 1,693,597

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* (the Act). In 2025 the maximum SSAF was \$360.

Student Status	2025 SSAF charged \$ ²	Number of students charged in 2025 ³
Full-time ¹ (> 0.75 EFTSL)	\$337	5,467
Part-time ¹ (< 0.75 EFTSL)	\$142	6,968
		Total: 12,435

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 CDU uses a sliding scale per 10CP. These figures represent an average figure.

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 2025 as the total EFTSL they undertook in [insert reported year] was equal to 0.875.

Student Status	[Insert reported year] SSAF charged \$ ²	Approx. number of SSAF students remote learning 2025 ⁴
Remote learning/Online only	\$224	2,238

⁴ 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	\$500,029	\$500,029	Yes	12,435
2. Clubs or other associations	\$338,253	\$338,253		
a. Sporting	\$	\$27,016	No	560
b. Internal student politics	\$	\$56,725	Yes	12,435
c. Gender, sexuality, ethnicity, race, or nationality-based	\$	\$62,423	Yes	2,000
d. Areas-of-study related e.g. law	\$	\$ 20,580	Yes	1,600
e. Other activities e.g. music, debate, chess	\$	\$ 27,923		2,000
f. Other	\$	\$ 2,580		
3. Accommodation	\$	\$0		
4. Employment/career services	\$251,259	\$251,259		12,435
5. Legal aid	\$	\$0		
6. Support for financial affairs	\$	\$0		
7. Other student amenities- Advocacy	\$125,915	\$125,915		12,435
8. Campus Activation	\$1,205,553	\$1,205,553	Yes	12,435
Total	\$2,413,821	\$2,4213,821		

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

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

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received from provider \$	% of total SSAF revenue collected by the Provider
Lifeline	84 081 031 263	1.Health	\$77,420.00	2.4%
Abintegro	40 071 007 326	4.Employment/career services	\$41,000.00	1.2%
Student Experience Network	81 130 477 974	8.Campus Activation	\$1,784.00	0.06%
Consent Matters	UK VAT Registration GB 416 9350 47	1.Health	\$7,479.94	0.23%
Total SSAF provided to non-student-led organisations			\$127,683.94	4%

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

As per approved SSAF Transition Plan, in 2025, CDU allocated 2% (\$56,725) of SSAF revenue to the

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
CDU Student Council	N/A	2.b Internal Student Politics	\$56,725	2%	Yes- Transition plan in place	Agreed on 24/02/2025 CDU is progressively increasing its student led allocation to reach 40% by 2028
		Total SSAF provided to student-led organisations	\$56,725	2%		

Student Council, CDU's student-led democratically elected study body. The Student Council independently determined how these funds were spent.

The remaining SSAF income was used by CDU to continue providing core student services as outlined in the Allocation Summary Table of this report. The 2025 SSAF budget was tabled for discussion and endorsement at a Student Council meeting in Quarter 1. CDU worked with the Council throughout 2025 to develop their knowledge of SSAF and the provision of student services at CDU. CDU also worked with the Council to develop financial procedures to enable them to make independent decisions about a greater proportion of SSAF funding in 2026 (10%), 2027 (20%), before meeting the 40% requirement in 2028.

In 2025, CDU collaborated with the Student Council to develop a comprehensive policy framework, ensuring the Council would fully meet the governance and financial requirements of the Act by 2028. The goal was to have a strong governance framework in place by the end of 2025, allowing for implementation, review, and refinement in 2026–2027, minimising risks to the student experience at CDU.

Breakdown of Expenses Jan - Dec 2025	
Expenses for the year 2025	\$56,909.91
Travel	\$17,299.68
Stipend	\$27,500.00
Operating Expenses	\$9,590.00
Food Bank, Emergency Pantry and Food Insecurity Project	\$2,520.23

² Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed.

2% Allocation of \$2,836,283: \$56,725.00*

**Estimated Income in the Transition Plan \$2.5 million; additional \$7,000 has been transferred in 2026 to cover this difference from estimated revenue*

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
CDU Student Council	YES	YES	YES	<i>Transition Year – not compliant for 2025 / No</i>	<i>Transition Year – not compliant for 2025 / No</i>	<i>Yes – Accepted and in place</i>	Transition plan accepted; Target: 40% by 2028

Declaration by Person of Authority

I, Sarah Fletcher, Director Student Engagement of Charles Darwin 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.

A handwritten signature in black ink that reads "Sarah Fletcher". The signature is written in a cursive style with a large initial 'S'.

Signature of Person making Declaration

Sarah Fletcher

Full name of Person making Declaration

Director Student Engagement

Position of Person making Declaration

Date

24 June 2026