

## SAF FAQ

### *Student Services and Amenities Fee*

On 11 October 2011, the Australian Parliament passed legislation allowing universities and other higher education providers to charge a fee for student services and amenities of a **non-academic nature**. The fee may be spent by higher education providers on items such as sporting and recreational activities, employment and career advice, child care, financial advice and food services.

### Q & As

#### *What is the student services and amenities fee?*

It is a fee that higher education providers can charge their students for student services and amenities of a non-academic nature, such as sporting and recreational activities, employment and career advice, child care, financial advice and food services.

#### **Spending revenue from the fee**

##### *Can fee revenue be used to support a political party?*

No. Providers must not allow fee revenue to be used to support political parties, or to support the election of a person to a Commonwealth or State or Territory Parliament or local Government body.

##### *What can providers spend fee revenue on?*

A provider that charges a student services and amenities fee will only be able to spend the fee on the provision of the following services:

- providing food or drink to students on a campus of the higher education provider;
- supporting a sporting or other recreational activity by students;
- supporting the administration of a club most of whose members are students;
- caring for children of students;
- providing legal services to students;
- promoting the health or welfare of students;
- helping students secure accommodation;
- helping students obtain employment or advice on careers;
- helping students with their financial affairs;
- 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;
- supporting an artistic activity by students;
- supporting the production and dissemination to students of media whose content is provided by students;

- helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled;
- 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);
- giving students information to help them in their orientation; and
- helping meet the specific needs of overseas students relating to their welfare, accommodation and employment.
- Providers can choose to deliver the services and amenities themselves or contract a third party to deliver the services and amenities on the providers' behalf.

*Do students have a say in how fee revenue is spent?*

Yes. Under the Student Services, Amenities, Representation and Advocacy Guidelines (Representation Guidelines), universities are required to have a formal process of consultation with democratically elected student representatives and representatives from major student organisations at the university regarding the specific uses of proceeds from any compulsory student services and amenities fee.

These consultations must include:

1. Publishing identified priorities for proposed fee expenditure and allowing opportunities to comment on those priorities by students and student associations and organisations; and
2. Meeting with democratically elected student representatives and representatives from major student organisations at the university to consider the priorities for use of fee revenue.

This information was taken from the Australian Government: Department of Education and Training website. For more information, visit the following site, <https://www.education.gov.au/student-services-and-amenities-fee>

## **UniClubs and SAF**

*Who can apply for SAF through UniClubs?*

Only academic/faculty clubs are eligible to apply for SAF funding through UniClubs.

*How do faculty clubs apply for SAF funding?*

Faculty clubs can apply for SAF funding by submitting a funding proposal (using a given template) by a specific deadline. Faculty clubs will come together to form committees and vote on the submitted funding proposals.

**UNICLUBS**

*How many meetings are there per year?*

Each year there are four committee meetings scheduled per faculty. However, each committee can discuss the possibility of additional meetings.

*Who from my club can attend a committee meeting?*

Any member from your club can be chosen as a representative at the meetings. However, it is best to have the same person/s over the year so they are familiar with the committee's procedures. There is a maximum of two representatives per club at the meetings.

*What happens to the unused funding?*

The funding does not roll over to the next year, the funding gets put back into the overall UOW SAF budget and redistributed the following year.

*Do I need to submit an online funding application if I have already submitted a funding proposal?*

Yes, even if you have submitted a funding proposal and had it approved by the committee, you still need to submit an online funding application as well (through the clubs website). This funding application needs to be completed at least two weeks prior to an event or funding will not be eligible. Just remember all types of funding (including SAF and UniClubs) need to have an online funding application submitted. Faculty clubs have additional responsibilities including attending committee meetings and submitting a completed funding proposal template by specified dates.

*Where do I send the completed funding proposal template?*

Email the completed funding proposal template to the Faculty Clubs coordinator ([uniclubs@uow.edu.au](mailto:uniclubs@uow.edu.au)) by the required due date – see the clubs website for more details.