

James Cook University

Student Services and Amenities Fee (SSAF)

2024 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

In 2024, most JCU students paid a Student Services and Amenities Fee (SSAF) amount of \$52.65 per 3 credit points, up to a maximum amount of \$351 per calendar year. Some students are exempt from paying the SSAF – further details are available [here](#).

SSAF Income Allocation Working Group and Consultation

At JCU responsibility for the use of SSAF revenue is managed by the SSAF Income Allocation Working Group. The Working Group consults broadly with students to advise the Vice Chancellor directly on an agreed, proposed annual allocation. Membership consists of JCU staff with expertise in specific areas of the SSAF legislative remit and JCU Student Association (JCUSA) representatives:

- Deputy Vice Chancellor, Education (Chair)
- Director, Student Services
- Dean, Graduate Research School
- Dean, Centre for Education and Enhancement
- Head, Divisional Operations, Services and Resources Division
- Director, Library Services
- Deputy Vice Chancellor, Indigenous Education and Strategy
- Director, Estate
- Manager, Client Services, Communication and Engagement
- Manager, Academic Administration and Enrolment
- JCUSA General Manager
- JCUSA President
- JCUSA Campus Officer (*dependent upon campus location of JCUSA President)

JCU actively seeks to consult with, and obtain feedback from, its students in determining priorities for SSAF funding and uses a biennial SSAF survey to inform and determine priorities for SSAF funding.

TABLE 1: TOP 5 CATEGORIES OF IMPORTANCE AS RATED BY RESPONDENTS

SSAF CATEGORY	RANKING				
	2023	2021	DELTA	2019	DELTA
Health and Welfare	1	1	0	1	0
Employment and Career Advice	2	2	0	2	0
Libraries and Reading Rooms (peer to peer spaces)	3	3	0	4	1
Secure Accommodation	4	6	2	7	3
Financial Affairs	5	4	-1	3	-2

Table 1 above shows that the top 3 have remained unchanged since the 2021 SSAF Survey, Secure Accommodation has moved up to 4th place and Financial Affairs has moved down to 5th.

In 2024, the [SSAF Expenditure Plan](#) was approved by the Vice Chancellor after undertaking the consultative processes below:

- Meetings of the SSAF Income Allocation Working Group on 23 August, 10 September and 30 September, 2024.
- Consideration of the allowable expenditure categories under the legislation
- Consideration of Principles developed for allocation of the SSA Fee at JCU
- Consideration of diversity of JCU's student cohort
- Student feedback from the [2023 Student Services and Amenities Fee Survey](#)
- Student feedback from the Student Experience Advisory Committee
- Consultation with elected student representatives – JCUSA student representatives and elected student members on University Council
- Publication of the proposed [2024 SSAF Expenditure Plan](#) via [SSAF website](#), Student Bulletin and social media platforms
- Attendance of the Deputy Vice Chancellor, Education (Vice Chancellor appointed nominee) at JCU Student Association Council Meetings
- Regular scheduled meetings between the Deputy Vice Chancellor, Education (or nominee) and JCU Student Association President

Some surplus funds, disbursed via additional allocations, and funds rolled forward from 2023 were captured in the [updated 2024 SSAF Expenditure Plan](#).

SSAF Achievements

SSAF funded several significant projects, programs and activities in 2024, with many spanning multiple categories. Specific details on how the Student Services and Amenities Fee has been used is set out in the [updated 2024 SSAF Expenditure Plan](#), and key achievements include:

Student Health and Wellbeing

The Student Wellbeing Counsellor provided a free, confidential [counselling](#) service. [JCU Health](#) continued to offer bulk billing to ensure no “out-of-pocket” expenses for students on the Townsville campus. Over 25,000 student patient appointments were attended, and bulk billed during the year.

Study Skills for students located at Mackay and Mount Isa

SSAF funding was used to deliver the 2024 Study Centre Academic Skills Boot Camps at the Centre for Rural and Remote Health, Murtupuni campus in Mount Isa and JCU Mater Clinical Training Centre campus in Mackay. Delivered by JCU Library staff, the Boot Camps are a great way for students to meet each other and professional and academic staff, and provide friendly, interactive settings where students can learn and share practical study skills and tips such as assignment planning, understanding assessment criteria, time management, critical reading and note-taking, and searching and referencing.

Student Representation and Advocacy

In 2024, SSAF fees contributed specifically to the provision of [advocacy services](#) for students on a broad range of academic and welfare matters and representation funding for members of the [JCU Student Association](#) to sit on various panels and committees, to ensure the student voice is heard in institutional decision making.

Employment and/or Career Advice

The Career Development Advisor provides career development support to students and assists in embedding career development learning within curriculum across all year levels at JCU.

Sporting and Recreational Activities

- Maintaining a healthy and active life is made easier and more affordable with support provided through SSAF. Recreational and cultural activities, together with a range of supporting services and amenities, are also provided across campus with this SSAF allocation. Find out more at the [JCU Student Association](#).
- Sports Facilities on Townsville and Cairns campuses are supported by SSAF through an annual allocation towards field maintenance and improvements, contributions to water rates and for cleaning common area bathrooms in gym and football ovals.
- SSAF contributes to the annual [Inter-College Music Competition](#) (ICMC), which has been a successful event since 2003 and has become a cherished tradition.

Improvements to Student Spaces

In 2024 three SSAF financed projects were delivered. All projects had sound student representation at user groups, their feedback was noted and the final outcomes adjusted to suit their ideas.

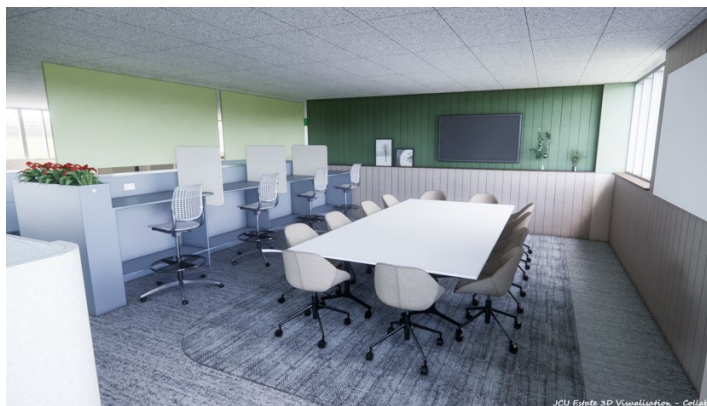
1. Rainbow Lounge (Building 302) refurbishment, Townsville Bebegu Yumba Campus



2. Engineering and Innovation Precinct Study Lounge, Townsville Bebegu Yumba Campus – SSAF contributed budget towards indoor study space furniture as requested at Student Forum



3. HDR Hub (Building 41) Stage 2, Townsville Bebegu Yumba Campus



Student Events

SSAF funding is always made available to both the [JCU Student Association](#) and to other JCU student groups and bodies for a range of orientation, induction and student belonging events across the academic year.

- The Student Communications and Engagement team run a suite of high-quality student-focused events, including GetReady4Uni (online orientation program), on-campus Orientation, Live@Lunch, International Cafe, R U OK Day, Harmony Day and Power Up Day and a Colour Run. In Cairns these events are incorporated into the very successful Midweek Mingle.
- Smaller scale events are also run at the Mackay and Mount Isa Study Centres and online activities are run for external students.
- These events are aimed at providing a vibrant campus-life experience for students, as well as increasing student success and retention.

Australian Aboriginal and Torres Strait Islander Students

- SSAF funding contributed to a range of activities being delivered or supported by the Indigenous Education and Research Centre (IERC) in 2024, including Welcome and Orientation events, aiding in financial management, maintaining libraries and reading spaces, providing Orientation resources and fostering skill development outside of formal coursework. Internal and external students were able to access support from IERC through the programs offered and SSAF funds were also used to purchase healthy snacks, kitchen supplies and study resources.

HDR Students

- SSAF is one of the key funding sources for supporting professional development and social networking for higher degree research (HDR) candidates and delivers supportive group activities, such as seminar days, research student conferences, disciplinary-relevant professional development, social events and peer-to-peer support.
- The HDR Ambassador peer-to-peer program at JCU, coordinated by the [Graduate Research School](#) and delivered by casual HDR candidates, provides welcome support that aims to make commencing students' transition to a HDR degree at JCU as smooth as possible.

International Students

JCU is committed to creating an inclusive and diverse campus environment. 2024 expenditure included international orientation, welcome and afternoon team, monthly "Lets Lunch", weekly International Café /Café Corner, weekly Frugal Friday (Central Plaza).

SSAF Revenue Summary

	2024 Allocation \$ ¹	2024 Actual \$
SSAF Revenue	\$3,593,538	\$3,819,171
SSAF revenue carried forward from 2023	\$2,685,528	\$2,685,528
Total SSAF funds available for 2024	\$6,279,066	\$6,504,699
SSAF revenue carried over into 2025	\$2,424,936	\$2,650,561

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 **2024** the maximum SSAF was **\$351**.

Student Status	2024 SSAF charged \$ ²	Number of students charged in 2024 ³
Full-time ¹ (> 0.75 EFTSL)	\$2,884,772	8,455
Part-time ¹ (< 0.75 EFTSL)	\$934,032	7,288
		Total: 15,743

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 2024. 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 2024 as the total EFTSL they undertook in 2024 was equal to 0.875.

Student Status	2024 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2024 ⁴
Remote learning/Online only	\$418,180	2,733

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 2024

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	2024 Total Allocation \$	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Promoting the health and welfare of students				
CASE HDR Cohort Building - donation to JCU Student Pantry	\$2,000	\$3,000	N	200
CMD HDR Cohort Building - donation to JCU Student Pantry	\$550	\$517	N	175
IERC Student Support Programs - personal hygiene packs, Centre cleaning supplies	\$6,000	\$7,560	N	600
IERC Student Support Programs - supplies for external students equivalent to on campus students, USBs (postage & freight)	\$4,500	\$3,668	N	250
Student Communications and Engagement Advisors Salaries	\$76,000	\$76,000	Y	3600
Student Communications and Engagement Officer salary	\$25,000	\$25,000	N	3000
Student Communications and Engagement Events	\$18,350	\$19,714	Y	4000+
Enhancing Access and Inclusion through Assistive Technology	\$6,720	\$2,700	N	N/A - Still in rollout phase
JCU Health	\$250,000	\$250,000	Y	7,977 patients who presented 25,861 times
PeerLink: Empowering Neurodiverse Students through Peer to Peer Support	\$12,300	\$0	N	N/A - Rollout delayed to 2025
Student Led Health and Wellbeing Initiative:	\$100,000			
Period Positivity Program		\$6,975	N	2,000
JCUSA Student Voice Forum		\$1,293	N	300 (members)
JCUSA signage supplies		\$643	N	N/A
Student Experience Advisory Committee meeting expenses		\$352	N	23

JCUSA meeting expenses		\$180	N	50
JCUSA legal information for sport facilities		\$359	N	300 (members)
Student Wellbeing Counsellor	\$132,701	\$113,437	Y	134 unique students / >300 for student workshops
2. Supporting the administration of a club most of whose members are students:	\$36,000			
a. Sporting		\$8,717	Y	349
b. Internal student politics		\$0		
c. Gender, sexuality, ethnicity, race, or nationality-based		\$10,010	Y	235
IERC Student Support Programs - supporting Indigenous Student Associations on Cairns & Townsville campuses to host functions	\$2,500	\$0		
d. Areas-of-study related e.g. law		\$17,660	Y	1,351
e. Other activities e.g. music, debate, chess		\$550	Y	97
f. Other		9,367	Y	2030+
3. Helping students obtain employment or advice on careers				
Career Development Advisor	\$154,500	\$100,585	Y	151 x 1:1 appointments; 450 workshops
CSE HDR Cohort Building – workshops	\$2,000	\$2,014	Y	10-20
IERC Student Support Programs - Casual Student Ambassador salaries	\$35,000	\$3,765	N	800
JCU Career Ready Award Program	\$133,000	\$60,531	Y	Once developed, 100% of JCUA students

4. Providing libraries and reading rooms (other than those provided for academic purposes) for students				
Estate - improvements to student spaces (Refurbished Rainbow Lounge, EIP study lounge and HDR Hub Stage 2 - Bebegu Yumba campus)	\$500,000	\$500,000	N	1,000
GRS HDR Cohort Building – Cairns Postgraduate Centre furniture and cleaning	\$2,500	\$0	N	50
IERC Libraries and Reading Room	\$1,000	\$616	N	600
Student Services Pitstop and reactivation of student space (Student Centre common areas to provide diverse and inclusive areas for students to gather, connect and study within Student Services and host an additional Pitstop)	\$100,000	\$1,375	N	N/A – works to be completed in 2025
5. Providing food or drink to students on a campus of the higher education provider				
CASE HDR Cohort Building - catering for 3 Minute Thesis, HDR Conference and writing retreat	\$2,000	\$2,400	Y	40
CBLG HDR Cohort Building - social events	\$2,500	\$680	N	25
CHS HDR Cohort Building - HDR Seminar catering	\$2,392	\$1,378	Y	60
CHS HDR Cohort Building - Research Bites monthly luncheon	\$960	\$841	Y	25-30
CHS HDR Cohort Building - Welcome morning tea/meet & greet	\$250	\$0	N	N/A
CMD HDR Cohort Building - catering for end of year celebrations	\$900	\$813	N	175
CMD HDR Cohort Building - catering for Welcome Events at 3 campuses	\$300	\$189	N	175
CPHMVS HDR Cohort Building – catering for welcome & orientation sessions, career planning/development workshops, monthly research presentation, end of year symposium	\$4,020	\$4,187	N	65

GRS HDR Cohort Building – postgrad centre, events	\$2,500	\$7,622	N	50
Healthy Snacks and Drinks for Students in the Libraries (Study vacation and Exams, Townsville and Cairns Libraries)	\$10,000	\$5,976	N	6,400
IERC HDR Cohort Building – Catering for 2 x MPhil intensives	\$589	\$164	N	10
IERC Student Support Programs – lunches, healthy snacks, Welcome/Orientation events	\$30,000	\$21,862	N	450
JCUSA - Free Breakfasts	\$5,000	\$1,646	N	750+
JCUSA – Event catering		\$5,569.90	N	1130+
Mid-Week Mingle (Cairns Campus)	\$20,000	\$20,000	N	300
Student Communications and Engagement events	\$40,000	\$42,996	N	700-800 per weeks across TSV & CNS campuses
Study Centre Academic Skills Boot Camp	\$3,000	\$1,212	N	37
6. Supporting a sporting or other recreational activity by students				
CSE HDR Cohort Building - sports competitions, monthly recreational activities	\$2,000	\$2,226	N	70-90
CMD HDR Cohort Building - HDR competition	\$900	\$789	N	Open to all internal & external CMD HDR cohort (Up to 228)
CPHMVS HDR Cohort Building - 3MT competition prizes/gifts	\$827	\$470	N	45
IERC Student Support Programs - Indigenous Uni Games	\$0	\$10,000	N	20
JCUSA/SPPL	\$489,448	\$655,115.66	Y	1500 per week
JCUSA - Soccer goals & GPS Line marker	\$70,000			
Sporting Field Maintenance	\$200,000	\$200,000	Y	approx 1200

Student Communications and Engagement events	\$19,500	\$9,265	N	4000 annually
7. Supporting an artistic activity by students				
CMD HDR Cohort Building - catering & prizes for 3 Minute Thesis Competition	\$800	\$626	N	60-80
CSE HDR Cohort Building - Arts and Bake Competition	\$3,000	\$3,135	Y	85
Inter College Music Competition	\$10,640	\$10,640	N	486
Student Communications and Engagement Advisors Salaries	\$38,000	\$38,000	Y	3600
8. Supporting the production and dissemination to students of media whose content is provided by students				
JCUSA/SPPL	\$101,253	\$108,330.58	Y	Unknown
9. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled				
Academic Integrity Student Ambassador Program	\$59,000	\$7,129	N	150
CASE HDR Cohort Building – 3 Minute Thesis prizes, HDR Conference	\$3,415	\$2,159	Y	40-50
CBLG HDR Cohort Building - writing retreat	\$1,259	\$1,163	Y	32
CPHMVS HDR Cohort Building – monthly research presentation & end of year symposium	\$3,600	\$1,413	Y	65
CSE HDR Cohort Building – Stat Workshop	\$9,738	\$9,092	N	35
GRS HDR Cohort Building - event management casual salary (competitions including 3MT)	\$10,000	\$9,877	N	200
IERC Student Support Programs - study materials for workshops	\$3,000	\$13,121	N	600
Study Centre Academic Skills Boot Camp	\$7,000	\$3,972	Y	37

10. Advising on matters arising under the higher education provider's rules (however described)				
CSE HDR Cohort Building - monthly workshops	\$2,000	\$2,061	N	70-90
JCUSA/SPPL	\$528,858	\$455,821	Y	1167
GRS HDR Cohort Building – HDR Support Advisor (Cairns and External)	\$31,000	\$27,335	Y	10
11. Advocating students' interests in matters arising under the higher education provider's rules (however described)				
JCUSA/SPPL	\$197,802	\$180,812	Y	720 (memberships)
JCUSA		\$292.88	N	N/A
12. Giving students information to help them in their orientation				
GRS HDR Cohort Building - HDR Ambassador Program – peer to peer support	\$4,000	\$5,222	Y	70
JCUSA	\$22,000	\$20,472	N	6000+
Student Communications and Engagement Advisors Salaries	\$76,000	\$60,945	Y	3600
Student Communications and Engagement events	\$100,500	\$121,212	Y	All admitted students (up to 14,373)
Study Centre Academic Skills Boot Camp	\$7,000	\$3,973	Y for some	37
13. Supporting debating by students				
CSE HDR Cohort Building - debate & quiz competitions	\$1,000	\$998	N	30
14. Helping students with their financial affairs				
15. Helping students obtain insurance against personal accidents				
JCUSA/SPPL	\$30,000	\$36,037	N	2030+

16. Helping students secure accommodation				
17. Providing legal services to students				
18. Caring for children of students				
IERC – Children’s toys and books	\$300	\$0	N	N/A
19. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment				
CSE HDR Cohort Building - activities for overseas students	\$3,000	\$3,002	N	30
International student 24/7 support service (Sonder)	\$75,000	\$75,000	Y	900+ students
Student Communications and Engagement events	\$121,650	\$117,494	N	All admitted international students invited (2,141)
20. JCU Brisbane	\$500,000	\$228,050.37		
Total	\$4,458,522	\$3,769,374		

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Key Area	2024 Total Allocation \$	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Promoting the health and welfare of students	\$18,500	\$7,401.03	N	1100 ¹
2. Supporting the administration of a club most of whose members are students				
a. Sporting	\$0	\$0		
b. Internal student politics	\$0	\$0		
c. Gender, sexuality, ethnicity, race, or nationality-based	\$0	\$0		
d. Areas-of-study related e.g. Law	\$0	\$0		
e. Other activities e.g. music, debate, chess	\$24,500	\$22,598.36	N	346
f. Other	\$18,960	\$4,506.31	N	450
3. Helping students obtain employment or advice on careers	\$26,250	\$8,966.07	N	1070
4. Providing libraries and reading rooms (other than those provided for academic purposes) for students	\$60,960	\$45,231.54	N	1100 ²
5. Providing food or drink to students on a campus of the higher education provider	\$41,250	\$37,911.15	N	2260 ³
6. Supporting a sporting or other recreational activity by students	\$40,470	\$27,079.94	N	1100 ⁴
7. Supporting an artistic activity by students	\$0	\$0		
8. Supporting the production and dissemination to students of media whose content is provided by students	\$10,200	\$0		
9. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$1,200	\$909.10	N	53

10. Advising on matters arising under the higher education provider's rules (however described)	\$0	\$0		
11. Advocating students' interests in matters arising under the higher education provider's rules (however described)	\$72,000	\$0 Student Advocate to be paid in 2025	Y	205
12. Giving students information to help them in their orientation	\$37,500	\$9,034.10	N	554
13. Supporting debating by students	\$900	\$0		
14. Helping students with their financial affairs	\$0	\$0		
15. Helping students obtain insurance against personal accidents	\$0	\$0		
16. Helping students secure accommodation	\$0	\$0		
17. Providing legal services to students	\$0	\$0		
18. Caring for children of students	\$2,000	\$0		
19. Helping meet the specific needs of overseas students relating to their welfare, accommodation, and employment	\$60,000	\$64,412.77	Y	376
Total original budget	\$414,960			
Rollover from 2023	\$83,987.26			
Total actual allocation	\$358,697			
Total funds available & total spend (Unspent funds \$214,633.89 rolled forward to 2025)	\$442,684.26	\$228,050.37		

¹ In 2024 JCU Brisbane had an average of 1100 enrolled students, 20 students attended Mental Health First Aid Training, and all enrolled students had access to fruit

² All enrolled students had access

³ Food and drink provided at multiple events

⁴ All enrolled students had access

Organisations, bodies or third-party providers that received SSAF funding in 2024

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
JCU Health	15 099 496 232	1	\$250,000	6.5%
Russo Higher Education Pty Ltd T/A James Cook University Brisbane Campus	78 114 135 563	1, 2e, 2f, 3, 4, 5, 6, 9, 11, 12, 19	\$358,697	9.4%
		Total SSAF provided to non student-led organisations	\$608,697	15.9%

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>Use same organisation title as next table</i> James Cook University Student Association (JCUSA)	96 799 820 080	Key Area 2, 5, 6, 8, 10, 11, 12, 15	\$1,480,361 (including \$15,609 unspent 2023 funds)	39%	Y	Agreed on 7 March 2025 (as per note below re: Tianna Graham's correspondence with SSAF Team)
		Total SSAF provided to student-led organisations	\$1,480,361	39%		

Correspondence with Department of Education

Tianna Graham (Executive Officer for the Vice Chancellor) confirmed via email to SSAF Team on Friday 7 March 2025:

I confirm that James Cook University (JCU) intends for the collection and expenditure of SSAF in 2025 to be fully compliant with the new minimum allocation requirements under the Higher Education Support Act 2003 and the Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022. As such, a transition plan is not required. JCU has a Memorandum of Agreement (MOA) in place with the Student-Led Organisation (SLO) and is finalising processes to ensure timely disbursement of funds, particularly in alignment with our transition to a trimester system.

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>James Cook University Student Association (JCUSA)</i>	Yes	Yes	Yes	Yes	Yes		

Declaration by Person of Authority

I, Simon Biggs, Vice Chancellor of James Cook 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.



.....
Signature of Person making Declaration

PROFESSOR SIMON BIGGS

.....
Full name of Person making Declaration

VICE CHANCELLOR, JAMES COOK UNIVERSITY

.....
Position of Person making Declaration

.....20.06.2025.....
Date