

COMPULSORY STUDENT SERVICES FEE (CSSF) 2024 Update

The Compulsory Student Services fee (CSSF), or as sometimes referred to, the Student Levy, is a compulsory non-tuition fee paid by students giving access to support services that assist and enhance their experience while studying with us. All students pay the Compulsory Student Services fee with the fee being invoiced at the same time as the tuition fee.

By Ministerial directive, students and institutes are to work together to set the fee and determine the support services to be funded. The directive also specifies what categories of student services the fee can support namely,

- Advocacy and legal advice
- Careers information, advice and guidance
- Counselling services (including chaplaincy)
- Employment information
- Financial support and advice
- Health services
- Media
- Childcare services
- Clubs and societies
- Sports, recreation and cultural activities

How much is the CSSF?

In 2024 the CSSF is set at \$270.00 per equivalent full-time student (pro-rata for students enrolled part time or only doing a half year programme).

What student services does the CSSF fund contribute to in 2024?

Health Services - 40% of CSSF

The health services provided include a fully staffed health clinic giving students access to a range of free health services in the area of injury, family planning, mental health, immunization, sexual health and health monitoring; the availability of a doctor on campus; health promotions that encourage proactive mental and physical wellbeing..

Counselling Services (including Chaplaincy) – 25% of CSSF

This service provides students access to free confidential counseling to empower students to fully engage in study. The counsellor is involved in crisis intervention and support, delivering in-class workshops, running wellness promotions and follow up of students. Students have access to an ecumenical chaplain providing spiritual and pastoral support, a non-judgmental listening ear and support in times of illness, hardship, confusion and bereavement.

Careers Advisor -15% of CSSF funding

WITT provides career development advice and guidance as well as employment support. Potential students are guided prior to enrolment to help them select the right programme for their career aspirations. This support continues throughout their study as further assistance is given to develop the skills and attributes that will maximise their advantage in the employment market. Access is available 24/7 to, iWITT and MyWITT for finding employment opportunities. One-to-one guidance is available for job search skills, CV writing and interview skills. Workshops which are customised to the specific industry are also delivered at tutor's request.

Sport, Recreational and Cultural Activities – 20% of CSSF funding

WITT provides a range of free student events, recreation and activities throughout the academic year. The events are structured to support student's wellbeing and success, to connect students and generally have fun. We also have a state of the art gym on campus, the Fitness Factory with free membership for students. WITT supports the development of student groups as well as the development of a highly effective student voice and student leadership network. We also offer cultural events and celebration of many diverse cultures of WITT students and mark many key ethnic, cultural and spiritual celebrations.

Note: WITT also contributes financially to the provision of these services.

What if I don't use any of the services funded through the CSSF?

WITT offers a range of student services and facilities designed to support students through their study and enhance the student experience. The Student levy makes a small contribution to the costs of these services. The services funded by the CSSF have been determined by the institute, in consultation with students, as necessary for the student community. Even if a particular student does not use the services funded, they are liable to pay the levy to support the collective provision of these.

How is the CSSF determined and how are students consulted in the process?

WITT is committed to ensuring students and/or their representatives are consulted as regards the levy amount and the support services it is spent on. Finance works closely with the Student Leaders (a group of nominated representatives from the student body) in this process. Consultation starts in August each year, with CSSF spending reports and TEC documentation being presented to the student leader group. Student Leaders can make the decision on behalf of the student body or request to consult. They do this either through their own class/School networks or via survey. The last CSSF survey report is available on iWITT.

WITT seeks feedback from students on the quality of support services. Student feedback reports and the institute response is available on iWITT.

Where can I find out more about the CSSF?

As part of the Ministers directive, institutes are required to report on how the CSSF levy is charged and spent. This information is available on the [WITT website](#) and in our [annual report](#). The Tertiary Education Commission has produced guidance information for tertiary education providers. This can be found on the [TEC website](#). Alternately if you would like to discuss the Student Levy with someone at WITT, provide feedback or engage more directly in future decision making, contact us at studentvoice@witt.ac.nz