

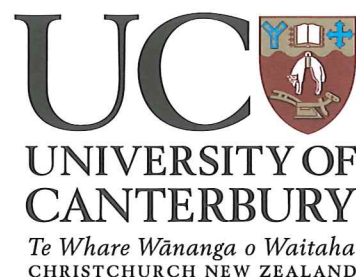
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7 August 2015

Liam Stoneley

By e-mail: fyi-request-2981-bf08e4b2@requests.fyi.org.nz

Dear Liam

OFFICIAL INFORMATION ACT REQUEST 15/40

I refer to your e-mail dated 27 July 2015 in which you requested information about the student levy and enrolled students for the last five years.

1. *The breakdown of the student levy for the past 5 years. Most importantly, the distinction between funds used by the University, and funds distributed to the UCSA.*

The value of the student services levy for the past 5 years is as follows:

2014	\$7,728,202
2013	\$7,611,609
2012	\$7,368,713
2011	\$7,481,990
2010	\$8,699,540

Since 2012, the allocations of the Student levy have been included in UC's published Annual Reports, therefore please see the extracts from the 2012, 2013, and 2014 Annual Reports for those years. Please note the totals of the Actuals in the reports are rounded up to the nearest \$1,000. The Education Amendment Act of 2011 established this requirement for reporting the Student Levy allocations. Prior to this date we do not hold reports to this level. For more information on that change in 2012, please see here (link also available within our Student Services Levy policy on the UC website):

http://www.canterbury.ac.nz/enrol/documents/levy_minister2011.pdf

2. *The number of students enrolled, broken down into full-time, part-time, distance etc. etc. over the last 5 years.*

Table of Student EFTS (Equivalent Full Time Students) –breakdown of 2010-2014

EFTS	DEC-10	DEC-11	DEC-12	DEC-13	DEC-14
Full-time	12,945	11,455	11,073	10,131	9,914
off campus	720	586	599	432	410
Christchurch, on campus	12,225	10,869	10,474	9,700	9,504


Part-time	2,549	2,149	2,098	2,049	2,028
off campus	416	353	366	342	321
Christchurch, on campus	2,133	1,796	1,732	1,707	1,707
Total EFTS	15,494	13,604	13,171	12,180	11,943

Table of Student Headcount – breakdown of 2010-2014

Head Count	DEC-10	DEC-11	DEC-12	DEC-13	DEC-14
Full-time	12344	11104	10648	9804	9574
off campus	1127	802	781	581	569
Christchurch, on campus	11758	10617	10137	9438	9252
Part-time	6439	5340	5150	5068	5151
off campus	1375	1072	1027	1009	973
Christchurch, on campus	5246	4376	4224	4148	4282
Total Head Count	18783	16444	15798	14872	14725

Yours faithfully

Anita Kerr
Senior Information Advisor

The background of the page is a close-up photograph of a red fabric, possibly a graduation gown, with deep folds and highlights. The color is a rich, slightly dark red. The text is centered over this background.


Compulsory Student Services Fees

Compulsory Student Services Fees

Compulsory Student Services Fees For the period ended 31 December 2012	2012 University Actuals (\$000's)	2012 University Budget (\$000's)
Compulsory Student Services Fees Collected	7,369	7,820
Services Funded by the Compulsory Student Services Fees		
1. Advocacy and legal advice	1,499	1,539
2. Careers information, advice and guidance	393	496
3. Counselling services and pastoral care	793	805
4. Health services	979	1,116
5. Media	423	447
6a. Sports, recreation and cultural activities	2,217	1,968
6b. Capital Allocation – sports, recreation and cultural activities	1,065	1,449
Surplus/(Deficit)	-	-

Categories of Compulsory Student Services Fees

1. Advocacy and Legal Advice:	Advocating on behalf of individual students and groups of students, and providing independent support to resolve problems. This includes advocacy and legal advice relating to accommodation.
2. Careers information, advice and guidance:	Supporting students' transition into post-study employment.
3. Counselling services and pastoral care:	Providing non-academic counselling and pastoral care, such as chaplains.
4. Health services:	Providing health care and related welfare services.
5. Media:	Supporting the production and dissemination of information by students to students, including newspapers, radio, television and internet-based media.
6a/6b. Sports, recreation and cultural activities:	Providing sports, recreation and cultural activities for students.



Compulsory Student Services Fees

Compulsory Student Services Fees

The University of Canterbury consults with student representatives through the Joint Operations Advisory Board to make the following decisions related to Compulsory Student Services Fees:

- The maximum amount that students will be charged for student services;
- The types of services to be delivered;
- The procurement of these services; and
- The method for authorising expenditure on these services.

Students also have representation on the University Council which is responsible for the governance of the University,

including oversight of the institution's policy, degree, financial and capital matters.

For 2013 the Compulsory Student Services Fees per Equivalent Full Time student was \$699.00. These fees are separately accounted for in the University of Canterbury's accounting system.

In conjunction with the UC Students' Association, in 2011 and 2012 surveys of student preferences were carried out to inform the Joint Operations Advisory Board in its decision-making. These were followed in 2013 by a further student survey to help inform decision-making around the student space capital fund allocation. Details of Student Services Fees expenditure are provided to students in the Guide to Enrolment publication, on the Enrol at UC website, in student publication *Canta* and via campus poster campaigns.

UC Student Services Levy Allocations for 2013	Actual (\$000's)	Budget (\$000's)	Variance (\$000's)
Compulsory Student Services Fees Collected	7,612	8,290	(678)
Services Funded by the Compulsory Student Services Fees			
1. Advocacy, legal and financial advice	560	574	(14)
2. Careers & employment information, advice & guidance	550	632	(82)
3. Counselling services and pastoral care	737	804	(66)
4. Health services	926	1,174	(248)
5. Media	274	274	
6. Sports, recreation & cultural activities; Clubs & societies	2,548	2,595	(46)
7. Balance to Student Space Capital Fund	2,239	2,239	
Total	7,834	8,290	(456)
Surplus/(Deficit)	(222)		(222)

From categories of student services outlined in Education (Compulsory Student Services Fees) Notice 2014:

- Cat. 1 above merges Advocacy and legal advice and Financial support;
- Cat. 2 above merges Careers information, advice and guidance and Employment information;

- Other allocation categories match;
- The balance not allocated is transferred to the Student Space Capital Reserve;
- No funding is provided for childcare services or accommodation services.

Student Space Capital Reserve for 2013	Actual (\$000's)
Opening Balance 01 Jan 2013	(250)
Allocation from 2012 Levy budget	2,239
Events Wall and Floor	(241)
Business & Law Building	(599)
History Building	(599)
Reserve Closing Balance 31 Dec 2013	550

Amounts allocated in 2013 towards future year spending	Actual (\$000's)
Minor Capital Works	(50)
Recreation Centre Development	(500)
Total Allocations	(550)

To be spent in 2014
Contribution to a future year project

The Student Space Capital Reserve has been fully allocated in 2013.

**UC Student Services Levy Allocations
for 2013 (\$000's)**

**Actual expenditure of Student Services Levy by UC and
UCSA Departments**

	1. Advocacy & Financial	2. Careers & Employment	3. Counselling	4. Health services	5. Media	6. Sport, Cultural, Clubs	7. Capital	8. Total
1. UC Student Support: a team of seven staff develop and deliver a range of student-focused support services that facilitate the academic, social and cultural development of students from diverse backgrounds.	43	65	215	22		86		431
2. UC Disability Resource Services: Disability Resource Services deliver specialist advice and resources to disabled students. This funding is to cover the additional expenses for servicing temporary disabilities and international students. Almost all of their funding comes from TEC Equity Funding.				16				16
3. UC Health Centre Counselling: with a team of five counsellors they deal with all sorts of problems eg: loneliness, grief, anxiety, depression, stress, homesickness, relationship problems, gender worries. Most counselling is short to medium term.			303					303
4. UC Health Centre: with a team of 25 doctors, nurses and support staff the Health Centre provide high quality, responsive and cost effective services to its clients, to enable students to pursue their academic endeavours with minimal hindrance from medical and psychological problems, by providing affordable, accessible and comprehensive health services.				604				604
5. UC Rec Centre: with a team of 15 plus an array of fitness instructors they manage UC Recreation Centre membership, programmes and facilities to registered members.						948		948
6. UC Sport: with a team of three they deliver high quality sport, fitness, health and education opportunities that enable students and the wider UC community to be more effective in their study and work, and add value to their UC experience.						220		220
7. UC Careers, Internship and Employment: with a team of four they engage with students and graduates by providing quality career education informed through effective connections with employers and industry.		470						470
8. UC Māori Development: with a team of six they deliver integrated support programmes for Māori students, focusing on skill development, community connections and pathways to academic success. A significant portion of their funding comes from TEC Equity Funding.	83		68			100		250
9. UC Pacific Development: with a team of six they provide leadership in identifying and meeting Pacific educational aspirations, focusing on skill development, community connections and pathways to academic success. A significant portion of their funding comes from TEC Equity Funding.	45	15	151			91		302
10. UCSA Advocacy & Welfare: Provide advice, dispute resolution services, and welfare provision (free legal advice, budgeting help and a food bank); they also administer the Class Reps system.	389							389
11. UCSA Media & Comms: Handle UCSA's communication channels to inspire debate, make you laugh, cry, angry, informed, ambivalent, nonplussed or otherwise.					274			274
12. UCSA Activities & Events: Provide direct support to clubs, weekly student events and organise the big events of the year including Orientation, Grad Ball and the like.						917		917
13. UCSA Dental: provides access for basic dental care (check-up; x-ray; fillings; extractions) utilising the CDHB's Community Dental Clinic in Memorial Avenue for 20 hours/week.				284				284
14. UC Sport: In cooperation with UC Sport and Recreation Services for the provision of UC Sport activities.						185		185
15. Student Space Capital: The balance of the Student Services Levy transferred to the Student Space Capital Fund.							2,239	2,239
Total	560	550	737	926	274	2,548	2,239	7,834



Compulsory Student Services Levy

Compulsory Student Services Levy

As at 31 December 2014

The University of Canterbury consults with student representatives through the Joint Operations Advisory Board to make the following decisions related to Compulsory Student Services Levy:

- The maximum amount that students will be charged for student services;
- The types of services to be delivered;
- The procurement of these services; and
- The method for authorising expenditure on these services.

Students also have representation on the University Council which is responsible for the governance of the University, including oversight of the institution's policy, degree, financial and capital matters.

For 2014, the Compulsory Student Services Levy per Equivalent Full Time student was \$725.00. These fees are separately accounted for in the University of Canterbury's accounting system.

In conjunction with the UC Students' Association, in 2011, 2012 and 2013 surveys of student preferences were carried out to inform the Joint Operations Advisory Board in its decision-making. These were followed in 2014 by a further student survey to help inform decision-making around the student space capital fund allocation. Details of Student Services Fees expenditure are provided to students in the *Guide to Enrolment* publication, on the Enrol at UC website, in student publication *Canta* and via campus poster campaigns.

UC Student Services Levy Allocations	Actual (\$000's)	Budget (\$000's)	Variance (\$000's)
Compulsory Student Services Levy Collected	7,728	7,816	(88)
Services Funded by the Compulsory Student Services Levy			
1. Advocacy, legal and financial advice	503	513	(10)
2. Careers & employment information, advice & guidance	578	645	(68)
3. Counselling services and pastoral care	766	793	(27)
4. Health services	1,023	1,247	(224)
5. Media	314	314	-
6. Sports, recreation & cultural activities; Clubs & societies	2,607	2,617	(10)
7. Balance to Student Space Capital Fund	1,718	1,718	-
Total	7,508	7,847	(339)
Surplus/(Deficit)	220	(31)	(251)

From categories of student services outlined in Education (Compulsory Student Services Fees) Notice 2014:

- Cat. 1 above merges Advocacy and legal advice and Financial support.
- Cat. 2 above merges Careers information, advice and guidance and Employment information.
- Other allocation categories match.
- The balance not allocated is transferred to the Student Space Capital Reserve.
- No funding is provided for Childcare services or Accommodation services.

Student Space Capital Reserve for 2014	(\$000's)
Opening Balance 01 Jan 2014	550
Capital Reserve allocation from 2014 Levy budget	1,718
Minor Capital Works expenditure Business & Law Building	(100)
Closing Balance 31 Dec 2014	2,168

	(\$000's)	
Amounts allocated towards future year spending Recreation Centre Development	500	From 2013 allocations
Capital Works Building Projects	1,168	From 2014 allocations
Recreation Centre Development	500	From 2014 allocations
Future Year Allocations	2,168	

In addition, the University has allocated a further \$6 million in relation to insurance receipts in relation to the UCSA building. This is detailed further in Note 18 to the Annual Financial Statements.

UC Student Services Levy Allocations for 2014 (\$000's)
Actual expenditure of Student Services Levy by UC and UCSA Departments

	1. Advocacy & Financial	2. Careers & Employment	3. Counselling	4. Health services	5. Media	6. Sport, Cultural, Clubs	7. Capital	8. Total
1. UC Student Support: with a team of eight staff develop and deliver a range of student-focused support services that facilitate the academic, social and cultural development of students from diverse backgrounds.	48	72	242	24		97		483
2. UC Disability Resource Services: Disability Resource Services deliver specialist advice and resources to disabled students. This funding is to cover the additional expenses for servicing temporary disabilities and international students. Almost all of their funding comes from TEC Equity Funding.				16				16
3. UC Health Centre Counselling: with a team of five counsellors they deal with all sorts of problems eg loneliness, grief, anxiety, depression, stress, homesickness, relationship problems, gender worries. Most counselling is short to medium term.			303					303
4. UC Health Centre: with a team of 25 doctors, nurses and support staff the Health Centre provide high quality, responsive and cost effective services to its clients, to enable students to pursue their academic endeavours with minimal hindrance from medical and psychological problems, by providing affordable, accessible and comprehensive health services.				687				687
5. UC Rec Centre: with a team of 15 plus an array of group fitness and exercise instructors they manage UC Recreation Centre membership, programmes and facilities, to registered members.						995		995
6. UC Sport: with a team of four and support staff they deliver high quality sport, fitness, health and education opportunities that enable students and the wider UC community to be more effective in their study and work and add value to their UC experience.						310		310
7. UC Careers, Internship and Employment: with a team of four they engage with students and graduates by providing quality career education informed through effective connections with employers and industry.		490						490
8. UC Māori Development: with a team of six they deliver integrated support programmes for Māori students, focusing on skill development, community connections and pathways to academic success. A significant portion of their funding comes from TEC Equity Funding.	84		69			102		256
9. UC Pacific Development: with a team of six they provide leadership in identifying and meeting Pacific educational aspirations, focusing on skill development, community connections and pathways to academic success. A significant portion of their funding comes from TEC Equity Funding.	46	15	152			91		305
10. UCSA Advocacy & Welfare: Provide advice, dispute resolution services, and welfare provision (free legal advice, budgeting help and a food bank. They also administer the Class Reps system.	325							325
11. UCSA Media & Comms: Handle UCSA's communication channels to inspire debate, make you laugh, cry, angry, informed, ambivalent, nonplussed or otherwise.					314			314
12. UCSA Activities & Events: Provide direct support to clubs, weekly student events and organise the big events of the year including Orientation, Grad Ball and the like.						846		846
13. UCSA Dental: provides access for basic dental care (check-up; x-ray; fillings; extractions) utilising the CDHB's Community Dental Clinic in Memorial Avenue for 20 hours/week.				295				295
14. UC Sport: In cooperation with UC Sport and Recreation Services for the provision of UC Sport activities.						165		165
15. Student Space Capital: The balance of the Student Services Levy transferred to the Student Space Capital Fund.							1,718	1,718
Total	503	578	766	1,023	314	2,607	1,718	7,508