

Compulsory Student Services Fees report (2017-2018)



Total number of student enrolments by EFTs (international & domestic) - 378.5
 Number of domestic student enrolments by EFTs - 57.7
 CSSF charged per student EFT - \$800.00
 Average number of staff - 90

Categories of student services (per Ministerial Direction) clause 9	Service Provider	Service Description	Annual income (domestic students only)	Annual Cost (inc. services for Int st.)	Cost per student	Note	
(a) Advocacy and legal advice & (c) Counselling Services	On campus Justice of Peace available	To provide student support and advocacy in legal matters		\$22,245.00	\$58.77	Advocacy and support for students attending court or other issues that require assistance Providing non-academic counselling and pastoral care, such as chaplains. Provision of advice for a range of issues outside students' academic needs through the student support and the recruitment teams.	
	Chaplaincy Service (Ben Poulton)	Chaplaincy Service provided on campus for students		\$450.00	\$1.19		
	IPU NZ Student Advisors	Student pastoral care - estimated staff time		\$69,093.00	\$182.54		
		On-Call support service available at weekends		\$6,240.00	\$16.49		
	Total			\$17,452.80	\$98,028.00		\$258.99
(b) Careers information, advice and guidance & (d) Employment information	IPU NZ on campus career advisor	To provide career guidance and employment information (April - June 2017 period only)		\$13,107.71	\$34.63	Career counselling and progression services are available on campus.	
	Student Job Search	To provide free services access to IPU NZ students throughout the year		\$575.00	\$1.52		
	Total		\$2,424.00	\$13,682.71	\$36.15		
(e) Financial support and advice	ANZ Bank IPU NZ	Estimated average time of Finance/Areg departments staff spent on financial advisory at 2 hours per week	\$484.80	\$2,600.00	\$6.87	IPU New Zealand arranges for students to have bank accounts set up prior to arrival and banking information as part of Orientation. IPU New Zealand can help with Study Link enquiries and payment plans.	
(f) Health Services	Simon Riddell Limited	Doctor & practice nurses on campus To provide health check and medical support for students	\$2,424.00	\$13,774.98	\$36.39	Provision of onsite clinic with Doctors and nurses available Wednesdays and Fridays. Staff assistance available for students visits to clinics in town.	
(g) Media			\$0.00	\$0.00	\$0.00		
(h) Childcare services			\$0.00	\$0.00	\$0.00		
(i) Clubs and societies & (j) Sports, Recreation and Cultural activities	Recreational Centre and Kan building						
	- Electricity, Gas & Rates						
	Nova Energy Ltd. Genesis Energy Meridian Energy Ltd.	Estimated annual cost on electricity & gas (5% of total campus cost as per the average number of buildings on campus)		\$14,245.90	\$37.64	Use and supervision of all facilities (gymnasium, weights, tennis courts, football field) within the Recreation Centre and access to equipment such as camping and sports gear as needed. KAN building is open for students to practice performance art sessions.	
	PNCC	General Rates estimate at 5% of total charges & rates for Football field area		\$14,430.75	\$38.13		
	Horizons Regional Council	Regional Rates estimate at 5% of total rate fee		\$901.40	\$2.38		
	- Cleaning costs						
	Cleanmaster International Specialist Cleaning Supplies Ltd	Monthly cleaning fee for Rec Centre area and Kan Building		\$15,288.00	\$40.39		
	- Security service costs						
	First Security Guard Serv	Estimated annual cost for security supervision (5% of total campus cost)		\$5,108.98	\$13.50		
	- Staffing costs						
	IPU NZ	Estimated Rec Centre and Kan supervising staff time to run clubs and societies activities		\$53,000.00	\$140.03		
	Elite Fitness Equipment Limited HART Sport	New equipment for student activities		\$610.00	\$1.61		
	Total		\$18,422.40	\$103,585.03	\$273.67		
	Activities costs						
	Party Up Ltd Image Group NZ Mediaworks Radio Tranzit Travel New World PAK'nSAVE IPU NZ	Estimated at 50% of total cost on cultural activities as the events also organised for general public Average cost for running 3 Orientations per year: Transport, Food, Prizes/Gifts, Welcome packs, Assistant Buddies		\$6,800.00	\$17.97		Cultural activities include: Powhiri, International Spring Festival 3-day initial on-campus Orientation and further throughout the term (Pastoral Care)
	Outpost Digital Media PNCC	Commencement Ceremony: Video shooting, Convention centre hire & catering		\$6,325.00	\$16.71		
	Cultural Advisors	Koha		\$24,897.81	\$65.78		
Total		\$7,272.00	\$39,022.81	\$103.10			
TOTAL			\$48,480.00	\$270,693.52	\$715.17		
Revenue at 2017 AY fees (per student EFT)					\$800.00		
Surplus/ Deficit (per student EFT)					\$84.83		

Note:
 Finance department has set up separate income and expenditure accounts in their system for CSSF and accounts for incurred costs per each category of student services provided.