

Student Representation Policy

Section 1 - Purpose

(1) QUT students are involved in the governance of QUT through formal and informal representation arrangements as required by the [Queensland University of Technology Act 1998](#) and other legislation. Students are provided opportunity to participate actively and contribute to relevant decision-making bodies.

Section 2 - Application

(2) This Policy applies to formal consultation and committee representation processes.

(3) This Policy does not apply to general feedback collected from students to evaluate courses, units, teaching and the student experience ([Quality and Standards Framework](#), and [Evaluation of Courses, Units, Teaching and Student Experience Policy](#)).

Section 3 - Roles and Responsibilities

Position	Responsibility
Council	Determine student representation on Council committees and the way in which those representatives will be nominated or elected. Approve the Student Representation Protocol.
Vice-President (Administration) and University Registrar	Consults with QUT students on spending priorities for the proceeds of the Student Services Amenities Fees (SSAF). Annually reviews and publishes the Student Representation Protocol.

Section 4 - QUT Student Guild

(4) The QUT Student Guild (the Guild) is a body corporate owned and operated by and for QUT students and governed by its own constitution which is approved by QUT Council. The Guild is required to provide an annual report on its activities and financial position to QUT Council.

Section 5 - Student Representation

QUT Committees

(5) Student positions on QUT committees are filled by election, or by nomination.

(6) Elections for student positions on Council and elected student positions on QUT committees are conducted in accordance with the procedure approved by Council ([Council Procedure 7 - Conduct of Elections](#)).

(7) Nominated student positions on QUT university committees are filled by the QUT Student Guild, unless otherwise determined by the membership provisions of the committee.

Student Representation Protocol

(8) A student representation protocol will be approved and annually reviewed by Council. The protocol includes a list of QUT committees with student representation and sets out the consultative processes by which students, including the Guild, are involved in QUT decision-making.

Section 6 - Consultation regarding Student Services Amenities Fees(SSAF)

(9) QUT conducts annual consultations about specific uses of the proceeds from SSAF. The priorities for the proposed expenditure of the fee proceeds are published for students to comment.

Section 7 - Definitions

Terms	Definitions
Student Services Amenities Fees(SSAF)	Is a charge for non-academic student services made under the Higher Education Support Act 2003 .

Section 8 - Delegations

(10) Refer to [Register of Authorities and Delegations](#) (C151) (QUT staff access only).

Status and Details

Status	Current
Effective Date	13th October 2022
Review Date	1st October 2025
Approval Authority	Vice-Chancellor and President
Approval Date	13th October 2022
Expiry Date	Not Applicable
Policy Owner	Derek Cordwell Director, Administrative Division
Author	Michelle Corcoran Project Manager
Enquiries Contact	Derek Cordwell Director, Administrative Division