



Association

Dues (billed in **September**; due and payable within 30 days):

- **Accredited and Candidate Colleges:** Annual dues of \$3,750
- **Branch Campus Fee:** Each accredited branch campus is assessed according to the following schedule:
0-249 HDCT – \$250 250-499 HDCT – \$500 500-749 HDCT – \$750 750+ HDCT – \$1,000
- **Applicant Colleges:** Annual dues of \$3,250
- **Accredited Programs:** Base dues of \$1,000 for the first program accredited and \$100 for each additional program accredited; total dues not to exceed \$1,800
- **Affiliate Institutions:**
 - o **Affiliate application processing fee:** \$100, non-refundable; required with submission of Affiliate application to the Association office; applicable to first-year annual Affiliate dues.
 - o **Annual Dues:** \$800

Commission on Accreditation

Dues (billed in **March**; due and payable within 30 days):

- **Accredited, Candidate, Applicant Institutions:**
Variable rate of \$8.50 multiplied by the unduplicated headcount enrollment (all students in all deliveries, last fiscal year, as reported on the Fall Annual Report). **Minimum:** \$500, **Maximum:** \$4,400
- **Accredited Programmatic Institutions:** \$500

Evaluation Fees (billed when visit is scheduled; due and payable within 30 days):

- **Candidate Status, Initial Accreditation, Reaffirmation Team Visit (4-7 persons):**
Evaluation team fee of \$5,000 plus evaluator travel expenses.
- **Special Purpose/Focus Visit (e.g., merger, financial exigency) (2-3 persons):**
Evaluation team fee of \$2,500 plus evaluator travel.
- **Additional Location/Relocation Visit (1 person):**
Evaluation visit fee of \$500 plus evaluator travel.

Consultation Fees (billed when visit is scheduled; due and payable within 30 days):

- **Pre-Applicant Consultation Visit:**
Fee of \$1,800 plus consultant travel expenses for a 1-day visit by a senior Commission staff consultant (a staff consultant visit is required during the 24 months prior to submission of an application).
- **Initial Consultation Visit:**
Fee of \$2,500 plus consultant travel expenses for a two-day visit by a senior Commission staff consultant during the year following the granting of Applicant Status.
- **Commission Staff Representative Consultation Visit:**
For all Commission staff representative consultation visits other than the initial consultation visit: \$1,800 for first day and \$700 per subsequent day, plus consultant travel expenses. If no Commission visit/report is required, the fee is \$700 per day plus consultant travel expenses (maximum of 1 follow-up visit per year).

Substantive Change Fee (Accredited & Candidate Institutions)

- \$300 per submission, \$50 for resubmission, non-refundable. The fee will be invoiced to the school after the Commission on Accreditation Director reviews the submission. All fees are due 30 days from the invoice date.

Annual Report Late Fees (Accredited, Candidate & Applicant Institutions)

- \$25 per business day for a late or incomplete reports. The Annual Report (online), final external financial audit with auditor's management letter (draft audits or budget outlines are not acceptable), and academic catalog(s) are due November 15 annually. Progress reports are due as specified in the Commission Action Letter. An additional \$500 penalty will be charged to any institution that has not fulfilled reporting requirements by January 1, and failure to comply with reporting requirements may result in negative Commission action or sanction. Additional information on report formatting and submission process is available in the Report Guide at forms.abhecoa.org.

Application Fee

- \$3,000, non-refundable (no application will be processed prior to application fee payment).
The application fee for an existing *Affiliate* is \$2,250

CHEA Membership Fee

- Variable rate fee is billed directly by the Council for Higher Education Accreditation to all ABHE member institutions (typically \$275-\$600). For more information visit www.chea.org.



Termination of Status

- The Commission on Accreditation may terminate Accredited, Candidate or Applicant members for failure to pay membership dues within 30 days of invoice. In extenuating circumstances, a grace period of up to six months may be requested in writing.