

## ASSOCIATION

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

- **Accredited (Institutional and Programmatic), Candidate, Applicant Institutions:**
- Variable rate of \$12.50 multiplied by the unduplicated headcount enrollment (all students in all deliveries, last fiscal year, as reported on the Fall Annual Report) **Minimum: \$3,000 | Maximum: \$10,000**

## COMMISSION ON ACCREDITATION

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

- **Accredited (Institutional and Programmatic), Candidate, Applicant Institutions:**  
Flat rate of \$2800 per institution

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

- **Candidate Status, Initial Accreditation, Reaffirmation Team Visit (4-6 persons):**  
Evaluation team fee of \$5,000 plus evaluator travel expenses
- **Focused Visit (2-3 persons):**  
Evaluation team fee of \$2,500 plus evaluator travel
- **Additional Location/Relocation Visit (1 person):**  
Evaluation visit fee of \$750 plus evaluator travel

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

- **Pre-Applicant Staff Visit:**  
Fee of \$2,000 plus travel expenses for a 1-day visit by a Commission staff representative (required during the 24 months prior to submission of an application)
- **Staff Visit:**  
Fee of \$2,000 plus travel expenses for a one-day visit by a Commission staff representative; \$1000 per subsequent day (follow-up visit, if requested), plus travel expenses

**Substantive Change Fee** (Accredited and Candidate Institutions)

- \$500 per submission, \$50 for resubmission, non-refundable. The fee will be invoiced to the school after the substantive change proposal has been received and recorded. All fees are due 30 days from the invoice date.

**Annual Report Late Fees** (Accredited, Candidate and Applicant Institutions)

- \$25 per business day for late or incomplete reports. The Online Annual Report, final external financial audit with auditor's management letter (draft audits are not acceptable) and academic catalog(s) are due November 15 annually. **An additional \$500 penalty will be charged to any institution that has not fulfilled reporting requirements by December 31, and failure to comply with reporting requirements may result in negative Commission action or sanction.** Progress Reports and Self-studies are due as specified in the Commission Action Letter or by the accreditation timeline and will also accrue a \$25 per business day late fee when submitted after the required due date. See the Report Guide at [forms.abhecoa.org](http://forms.abhecoa.org).

**Application Fee**

- \$4,000, non-refundable (no application will be processed prior to application fee payment).

**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](http://www.chea.org)

**Termination of Status**

- The Commission on Accreditation may terminate Accredited, Candidate or Applicant status 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.

## AFFILIATE FEES

- **Affiliate application processing fee:** \$100, non-refundable; required with submission of Affiliate application to the Association office; applicable to first-year annual Affiliate fee.
- **Annual Fee:** \$850 – Due and payable within 30 days