



ACCET Document 10 – 2025 and 2026 Fee Schedule

The fees published below are effective for all invoiced fees and payments made in the ACCET fiscal year beginning January 1, 2025 and remain in effect until otherwise revised and approved by the ACCET Accrediting Commission. Fees are applicable to all institutions and are subject to change with prior notice. Fees are non-refundable unless otherwise noted.

Processing fees must accompany all applications submitted for review. The date of payment will be considered the date received by ACCET. If fees are not included, no processing will be initiated, and such delays will extend the normal time frame required for review and approval and may lead to the withdrawal of accreditation in accordance with ACCET standards, policies, and practices established by the Commission.

APPLICATION FOR ACCREDITATION (ACCET Document 4)

Inquiry Questionnaire Review	\$300
Add for Financial Review (if requested)	\$450
Application for Initial Accreditation	
Main Campus	\$3,500
Branch(es)/Auxiliary Classroom(s)/Special Use Facility(s)	\$800/site
Reaccreditation Application	
Main Campus	\$1,350
Branch(es)/Auxiliary Classroom(s)/Special Use Facility(s)	\$450/site

All application processing fees must be submitted in conjunction with ACCET Document 4 – Application for Accreditation and designated for a single main campus and all additional locations owned and controlled by that entity. For large, multi-campus initial applicants, the processing fees for additional locations (branches and/or auxiliary classrooms) attached to the designated main campus are capped at 16 locations and reduced to the level applicable to the per site reaccreditation application fees for these additional locations.

ACCREDITATION WORKSHOP FEES¹

Member	2-DAY
Enrollee	\$600
Non-Member	
Enrollee	\$800

EVALUATION VISIT FEES

All fees for on-site and/or virtual visits to be conducted in the United States and its territories

¹ Customized workshops (on-site or virtual) require a minimum of 15 registrations and include charges for travel expenses and administration fees. Please contact ACCET staff for details.

must be submitted along with the ACCET Document 8 – Request for Evaluation Team Visit **prior** to the visit being scheduled.

On-site visits conducted outside of those regions must additionally and separately provide for airline tickets (Business Class), hotel accommodations, and ancillary expenses, such as visas and taxes for the visiting team, in addition to the on-site evaluation visit fees. These expenses will be invoiced. Visits requiring split teams may incur additional expenses. Institutions outside the US and its territories may also be required to pay a \$500 fee for each main and branch campus to be visited on-site for additional insurance coverage for the on-site visit teams.

In the event of a cancellation caused by the institution of a scheduled on-site or virtual visit, the institution will be billed all expenses incurred by ACCET or \$2,600 **per site**, whichever is greater.

Note: For multi-site vocational institutions operating in the United States, visits will be conducted to the main, and all branch, auxiliary classroom, and special use facility locations. For other multi-site institutions, including vocational institutions operating outside of the United States and all avocational institutions, on-site and/or virtual visits will be conducted to the main campus and up to 15 branches as part of the initial and reaccreditation review process, with additional locations scheduled for visits, as deemed necessary by the Commission.

Initial Accreditation Applicant

Readiness Visit (main campus)	\$2,500
Main or Branch Campus	\$7,800/site ¹
Auxiliary Classroom/Special Use Facility	\$3,000/site ²

Reaccreditation Applicant

Main or Branch Campus (Vocational) ³	\$7,800/site
Main or Branch Campus (Avocational) ⁴	\$5,200/site
Auxiliary Classroom/Special Use Facility ⁵	\$3,000/site

The above-referenced fees may be reduced by \$1,000 for any visit to a single auxiliary classroom/special use facility location that is within 20 miles of and conducted in conjunction with the same on-site team's visit to a main or branch of the same institution. Full fees must be submitted, and any applicable reduction will be determined and refunded following the completion of visits.

¹ The minimum on-site or virtual examination fee to a main or branch campus is based on a three-person visit team. The fee will increase for each additional team member.

² Should an on-site or virtual visit to an auxiliary classroom/special use facility require different team members and/or supplemental travel arrangements beyond those associated with the visit to a main, branch, or other auxiliary classroom, or special use facility, the on-site or virtual visit fee applied to such a site will be that of the respective main/branch campus.

³ The minimum on-site or virtual examination fee to a main or branch campus of a vocational institution is based on a three-person visit team. The fee will increase for each additional team member.

⁴ The minimum on-site or virtual examination fee to a main or branch campus of an avocational institution is based on a two-person visit team. The fee will increase for each additional team member.

⁵ Once approved, an auxiliary classroom/special use facility located adjacent to or directly across from the main or branch campus is considered an expansion of the main or branch campus facility; therefore, additional fees for the auxiliary classroom/special use facility may be waived, including additional reaccreditation evaluation visit fees.

Costs for additional subject and/or management specialists required for an on-site or virtual team will be billed at an additional \$2,600 per person. Any additional expense required to procure a highly specialized subject matter expert for an on-site or virtual team will be billed on a cost basis to the institution.

Special On-Site and/or Virtual Visits include, but are not limited to, the following types of visits: preliminary, administrative, show cause, unannounced, program review, branching, change of ownership, and Quality Assurance Visits (QAVs). The special visit fee will be \$2,600 per person per day for on-site or virtual visits. Payment for an unannounced visit or QAV is due within 30 days of the date of the visit.

PROCESSING FEES FOR OTHER APPLICATIONS

Additional Location (Refer to ACCET Documents 26, 26.1–26.4)	
Branch/Auxiliary Classroom/Special Use Facility	\$1,050
Temporary Avocational Classroom	\$300
Change of Location ¹	\$300
Additional Program (Refer to ACCET Documents 25, 25.1–25.7)	\$1,050
Specialized Program (Refer to ACCET Documents 25.OAD, 25.IDL, 25.E-learning)	
First program of each specialized type	\$2,000
Any subsequent programs of that type	\$1,050
Program Revision	
Major Review (Refer to ACCET Document 25)	\$550
Minor Review (20% or less change in hours/credits)	\$300
Credit Hour Review or Clock-to-Credit-Hour Conversion	\$300
Course Addition (stand-alone)	\$300
Course Revision	\$300
Add Approved (existing) Program to each Additional Site	\$300
Change of Ownership (Refer to ACCET Documents 22, 22.1)	
Outside institution	\$3,000
Within institution ²	\$1,250
No change of control	\$300
Special Consideration Request	\$300
Other Changes	\$300

APPEAL FEES

Appeal of Commission Decision	\$9,500
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¹Applicable where processing involves teaching site(s) and/or requires notification to state/federal agencies.

²Discretionary criteria based upon minimum prior 12 month's full-time employment at the institution by staff constituting a majority purchase.

ANNUAL REPORTING/SUSTAINING FEES

ACCET Document 12.b – Annual Report and Enrollment Statistics, upon which sustaining fees are based, is due within ACCET’s AMS 30 days after the closing of the institution’s fiscal year. The annual sustaining fees are computed based on the institution’s previous fiscal year reported by taking the number of new enrollees during that year times the length of the program(s)/course(s) in which they were enrolled, irrespective of the number of hours completed in that fiscal year, including those enrolled at all branches, and auxiliary classrooms.¹ Sustaining fees, which are nonrefundable, are due and payable 30 days after the submission of Document 12.b. Sustaining fees received following that date are subject to late fees (refer to page 6).

ANNUAL SUSTAINING FEES

Number of Participant Clock Hours Over	But not over	Sustaining Fee
0	19,999	\$1,523
20,000	49,999	\$2,310
50,000	99,999	\$3,045
100,000	249,999	\$4,725
250,000	499,999	\$5,775
500,000	749,999	\$6,510
750,000	999,999	\$7,245
1,000,000	1,249,999	\$8,085
1,250,000	1,499,999	\$8,610
1,500,000	1,999,999	\$9,975
2,000,000	and above	\$11,550

BRANCH SUSTAINING FEES

Number of Branches	Fees
1	\$693
2	\$1,050
3	\$1,313
4	\$1,575
5	\$1,943
6	\$2,100
7	\$2,625
8	\$2,835
9	\$3,150
10	\$3,675
11–15	\$4,200
16–20	\$4,725
21–50	\$5,250
51 or more	\$6,825

¹ For example, 2025 sustaining fees will be based on participant clock hours (enrollment x program length in clock hours) in fiscal year 2024.

AUXILIARY CLASSROOM/SPECIAL USE FACILITY SUSTAINING FEES¹

Number of Classrooms	Fees
1–2	\$693
3–4	\$1,313
5–6	\$2,100
7–8	\$2,625
9–10	\$3,150
11–30	\$4,463
31 or more	\$5,775

TITLE IV ADMINISTRATIVE FEE

An additional 50% of total sustaining fees will be assessed for institutions eligible and certified by the U.S. Department of Education to participate in Title IV student financial aid programs.

INTERNATIONAL ADMINISTRATIVE FEE

An additional 50% of total sustaining fees will be assessed institutions operating outside of the United States and its territories.

PAYMENTS

Payments may be submitted via electronic funds transfer or ACH through the ACCET Accreditation Management System (AMS), or ACCET's third-party service provider. Payments made by check should be mailed to the ACCET office as follows:

Pay to the order of: ACCET
 1722 N Street NW
 Washington, DC 20036

The check memo should include the reason for the payment (e.g., "COO application," "Change of Location"). A one-page description may also accompany any check. All other application materials should be submitted to ACCET electronically through AMS, email to relevant staff, or other portal authorized by ACCET.

A \$35.00 returned check fee will be charged for insufficient funds. If a check is returned, the repayment to ACCET must be in secured funds (certified check, cashier's check, money order, ACH, or wire transfer). The date the secured funds are received by ACCET will be considered the date of payment.

A 3% convenience fee will be added to all credit card payments.

ACCET assesses a \$35 fee for international wire transfers.

¹ Once approved, an auxiliary classroom/special use facility located adjacent to or directly across from the main or branch campus is considered an expansion of the main or branch campus facility; therefore, additional fees for the auxiliary classroom/special use facility may be waived, including additional annual sustaining fees.

LATE FEES AND PENALTIES

Late Fee for Late Reporting: A \$500 late fee will be charged an institution for the late submission of the Annual Report (Document 12) or any report directed by the Commission, including, but not limited to (1) the ASER/BASER, (2) Document 8, (3) Annual Financial Statements, (4) Interim Reports, (5) Staff Reports, and (6) applications for reaccreditation, additional branches/auxiliary classrooms, new programs, degree-granting, distance learning, changes of location, and changes of ownership/control. An **additional** \$500 will be assessed if the report is not received by the ACCET office for each 30-day increment beyond the required submission deadline. After 60 days, an institution's accredited status may be subject to a show cause directive or adverse action. Applications and reports that must be reverted to the institution for corrections or addressing incomplete portions may be subject to late fees if the resubmission is not timely.

Late Fee for Late Payments: A \$500 late fee will be charged for the late payment of the Annual Sustaining Fees or other fees identified in Document 10, including, but not limited to (1) on-site or virtual examination fees, (2) applications for additional branches/auxiliary classrooms, new programs, degree-granting, distance learning, and changes of ownership/control, and (3) appeals fees. An additional \$500 will be assessed if payment is not received by the ACCET office for each 30-day increment beyond the required submission deadline. After 60 days, an institution's accredited status may be subject to a show cause directive or adverse action.

Past Due Payments: Accreditation visits will not be conducted to an institution that fails to timely submit the required on-site or virtual evaluation visit fee, thereby jeopardizing the accreditation status of the institution. A grant of accreditation will not be considered for an institution with any past due payments owed to ACCET, unless mitigating circumstances are determined warranted by ACCET staff.

A 10% penalty will be charged for any late-fee invoice not paid by the due date. An additional 10% will be compounded for each 30-day increment for which payment is not received. Institutions with past due invoices may not submit applications for any purpose including but not limited to new programs, new locations, change of ownership, or reaccreditation. Institutions with outstanding late-fee invoices will be referred to the Commission after 120 days of nonpayment for possible show cause or adverse action.

Note: ACCET will strictly enforce the late fee and penalties policy.