



2018–19 DUES AND FEES SCHEDULE

Approved by the HLC Board of Trustees on June 28–29, 2018.

DUES SCHEDULE

Effective July 1, 2018. Invoices mailed July 1, 2018.

FORMULA FOR COMPUTING INSTITUTIONAL DUES

DUES COMPONENT	AMOUNT OR CALCULATION
Base Dues	\$4,450
+ FTE Dues	$\$0.60 \times ([\text{number of full-time students}] + [1/3 \text{ the number of part-time students}])$
+ Additional Location Dues	$\$95 \times ([\text{number of additional locations}] + [\text{number of branch campuses} \times 10])$

Base Dues

HLC’s annual dues are set to distribute the cost of maintaining accreditation evenly over the eight- or 10-year reaffirmation period. In this system, no base fees are assessed for the following evaluations:

- Open Pathway: Assurance Review, Quality Initiative and Comprehensive Evaluation
- Standard Pathway: Comprehensive Evaluations
- AQIP Pathway: Comprehensive Evaluation

Note: Institutions will still be billed for expenses related to peer review team visits when they are required as part of these evaluations. Team expenses typically include travel, honoraria and facility expenses. If a multi-campus visit is required as part of the comprehensive evaluation, a visit fee will apply.

FTE Dues Calculation

The number of full- and part-time students at all institutions is determined using IPEDS definitions based on the most recent fall data.

Additional Locations Dues Calculation

The number of additional locations includes degree completion locations, and the number of branch campuses does not include the main campus. However, for multi-campus institutions with no main campus, all campuses are included in the calculation. Definitions for Branch Campuses and Additional Locations are available on HLC’s website at hlcommission.org/glossary.

FEES SCHEDULE

Effective September 1, 2018.

HLC VISITS¹

Initial Accreditation, Initial Candidacy, Notice, Probation, Show-Cause, Fact-Finding Visits	\$6,800 + expenses
Focused, Change, Advisory, Campus Evaluation, Biennial Evaluation (Candidacy) Visits	\$3,400 + expenses

Pre-visit (per location)	\$650 + expenses
Staff Campus Visit	\$650 + expenses
Additional Location Confirmation Visit	\$650 + expenses
Multi-campus Visit (per campus)	\$650 + expenses
Multi-location Visit (per location)	\$650 + expenses

AQIP PATHWAY²

Systems Appraisal	\$3,500
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ELIGIBILITY PROCESS

Step 1: Submit Letter of Inquiry	\$6,000
Step 2: Pre-Application Interview	\$3,000
Step 3: Submit Letter of Intent	\$6,000
Step 4: Submit Eligibility Filing	\$6,000
Step 4(a): Submit Eligibility Filing Revision	\$1,000
Step 5: Submit Letter of Intent to Pursue Candidacy	\$6,000

SUBSTANTIVE CHANGE

Change Panel, Desk Review, Embedded Change Request	\$950
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APPEAL AND BOARD HEARING

Appeal Process	\$5,500 + expenses + (legal and consultancy expenses + 15%) <i>Requires a \$40,000 deposit</i>
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Board Hearing Process	\$5,500 + expenses + (legal and consultancy expenses + 15%) <i>Requires a \$20,000 deposit</i>
Institutional Actions Council Hearing	\$5,500

OTHER FEES

Initial Interaction for Change of Control, Structure or Organization	\$5,500 + (legal and consultancy expenses + 15%)
Standard Review for Filing for Change of Control, Structure or Organization ³	\$11,000 + (legal and consultancy expenses + 15%)
Complex Review for Filing for Change of Control, Structure or Organization ³	Standard Review Fee + \$25,000 + (legal and consultancy expenses + 15%)
Highly Complex Review for Filing for Change of Control, Structure or Organization ³	Standard Review Fee + minimum of \$50,000 + (legal and consultancy expenses + 15%)
Submit Interim, Notice, Financial Panel and Non-financial Panel Report	\$500
Extraordinary Legal and Expert Consultancy Costs	Actual expenses + 15%
Late Payment Fee on Past Due Balances	10% of total past-due amount at + 90 days

ENDNOTES

1 Expenses are typically travel, lodging, meals and honoraria for peer review team members.

2 Given the planned transition of institutions on the AQIP Pathway to the Standard or Open Pathways, Strategy Forums will not be held in fiscal year 2018–19. See hlcommission.org/aqip for details.

3 Fees applied in addition to the Initial Interaction for Change of Control, Structure or Organization and HLC determination of type of review required.