



**SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS  
COMMISSION ON COLLEGES**

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[www.sacscoc.org](http://www.sacscoc.org)

**DUES, FEES, AND OTHER EXPENSES**

A Consolidated Schedule

This consolidated schedule of dues, fees, and other expenses is provided as a convenience to member institutions. The schedule is subject to change. For more information, please see the Commission's Dues and Fees policy at [www.sacscoc.org](http://www.sacscoc.org).

Institutions being reviewed are responsible for covering the actual direct expenses of the evaluation committee. Direct expenses normally include travel, lodging, meals, and other related expenses. For general budgeting purposes, institutions may use a guideline of approximately \$1,500 expenses per committee member; however, expenses vary considerably depending upon the site location(s), the number of committee members, etc. In certain cases a "flat fee" assessment is used rather than actual direct expenses; in other cases a percentage fee is assessed in addition to actual direct expenses. The consolidated schedule appears below.

- 1. Application Fee for New Institutions:** \$10,000 - national institutions; \$15,000 - international institutions. The fee must accompany the institution's application when submitted to the Commission. It helps to cover costs of the application review and consultation with staff.
- 2. Candidacy Fee:** \$2,500 – national institutions; \$2,500 international institutions. The fee is assessed when the institution is authorized to receive a Candidacy Committee. This fee helps to cover staff costs associated with the institution's accreditation process, including the assembling of a Candidacy Committee.
- 3. Candidate and Membership Dues:** Candidate and member institutions are assessed annual dues beginning with the calendar year in which candidacy or membership status is awarded. Dues are based on the following formula: Dues = Fixed Cost + Full-Time Enrollment Equivalent Variable + Education and General Expenditure Variable. If an institution's E & G total does not exceed \$4,000,000, then that institution's dues amount includes only the fixed cost amount added to the full-time enrollment equivalent variable amount.
- 4. Reaffirmation Committee (Off-Site):** \$2,500 flat fee is assessed prior to the review (in lieu of the direct expense approach).
- 5. Special Committee:** A fee of 25 percent of the actual direct expenses of the committee is added to determine total cost for the committee's review. The institution being reviewed is invoiced following conclusion of the committee's evaluation activities. This fee helps to offset the additional staff activities normally associated with Special Committees.

6. **Substantive Change Committee:** A fee of 25 percent of the actual direct expenses of the committee is added to determine total cost for the committee's review. The institution being reviewed is invoiced following conclusion of the committee's evaluation activities. This fee helps to offset the additional staff activities normally associated with Substantive Change Committees.
  
7. **Substantive Change Review Fees (Application/Prospectus):** The following fees will be assessed to institutions planning the initiation of a substantive change and requiring an application/prospectus review:
  - \$300 - Institution seeking review of a substantive change prospectus or application for level change;
  - \$150 - Per institution for a collaborative effort between two member institutions seeking review of a single prospectus; and,
  - \$100 - Per institution for a collaborative effort among three or more member institutions seeking review of a single prospectus.
  
8. **Leadership Team Orientation:** \$100 registration fee per person which includes lunch. Participants pay their own additional expenses.
  
9. **Pre-Applicant Workshop:** \$150 registration fee per person which includes lunch. Participants pay their own additional expenses.
  
10. **Staff Advisory Visit (associated with reaffirmation):** \$500 flat fee (in lieu of actual direct expenses) billed to the institution upon conclusion of the visit.