


# ACAOM DUES & FEES SCHEDULES

 **Please note that all dues/fee are subject to revision.** Programs should contact Commission staff for current applicable dues/fees at 301-313-0855.

## ORIENTATION AND ELIGIBILITY

### I. Orientation Visit and Eligibility Report Review/Site Visit Fee Schedule:

Fee	Explanation of Fee	Charges
<b>Orientation Visit Fee</b>	<p><b>Due at the time that the date for the orientation visit is confirmed.</b></p> <p>This is the administrative fee for a one-day visit by ACAOM professional staff to the institution to provide information about the accreditation process, the Commission's procedures and standards and to provide consultative assistance to the program. The program must also cover ACAOM's visit costs.</p>	\$1,300 + expenses
<b>Eligibility Report Review Fee</b>	<p><b>Due upon submission of the program's Eligibility Report.</b></p> <p>This fee, less a \$1000 processing charge, is refundable only in the case of an applicant program found by the Commission to be outside its scope.</p>	\$5,000
<b>Eligibility Site Visit Fee</b>	<p>The program pays the entire expense of the visit. The fee is a <b>flat rate</b> which covers site visit expenses for honoraria, meals, local transportation and related site visit expenses and Commission overhead. The fee must be paid to ACAOM 30 days prior to the visit.</p> <p><b>All other expenses, such as hotel and air travel, must be paid directly by the program. For comprehensive details regarding expenses in addition to the flat rate fee, see the ACAOM "Financial Guidelines for Site Visitors and Institutions:"</b>  <a href="http://www.acaom.org/WordVersion/FINANCIALGUIDELINES08-19-07jme.pdf">www.acaom.org/WordVersion/FINANCIALGUIDELINES08-19-07jme.pdf</a></p> <p>(Charges for a program in a foreign language or a program in a non-accredited, multipurpose institution may be higher.)</p>	\$7,600



# ACAOM DUES & FEES SCHEDULES

## MASTER'S AND DAOM CANDIDACY

### II. Master's-Level Candidacy Fee/Dues Schedule:

<b><i>Master's-level Candidacy Acceptance Fee</i></b>	<b>Due upon acceptance of Master's-level candidacy.</b>	\$6,600 Base + \$30 per student
<b><i>Master's-level Annual Sustaining Candidacy Dues</i></b>	Due on <b>March 1<sup>st</sup></b> of each subsequent year of Master's-level candidacy status.  <b>Note:</b> Annual Sustaining Dues paid by any campus are capped at \$20,000 regardless of the number of students or programs	\$6,600 Base + \$30 per student



### III. DAOM Program Candidacy Fee/Dues Schedule:

<b><i>DAOM Program Candidacy Acceptance Fee</i></b>	<b>Due upon acceptance of DAOM candidacy.</b>	\$3,300 Base + \$30 per student
<b><i>DAOM Program Annual Sustaining Candidacy Dues</i></b>	Due on <b>March 1<sup>st</sup></b> of each subsequent year of DAOM candidacy status.  <b>Note:</b> Annual Sustaining Dues paid by any campus are capped at \$20,000 regardless of the number of students or programs	\$3,300 Base + \$30 per student



# ACAOM DUES & FEES SCHEDULES

## MASTER'S AND DAOM ACCREDITATION

### IV. Self-Study Report Review and Accreditation Site Visit Fee Schedule:

Fee	Explanation of Fee	Charges
<b>Self-Study Report Review Fee</b>	Due upon submission of the program's Self-Study Report for <u>initial accreditation or reaccreditation.</u>	\$4,000
<b>Accreditation Site Visit Fee</b>	<p>The program pays the entire expense of the visit. The fee is a <b>flat rate</b> which covers site visit expenses for honoraria, meals, local transportation and related site visit expenses and Commission overhead. The fee must be paid to ACAOM 30 days prior to the visit.</p> <p><b>All other expenses, such as hotel and air travel, must be paid directly by the program. For comprehensive details regarding expenses in addition to the flat rate fee, see the ACAOM "Financial Guidelines for Site Visitors and Institutions:"</b>  <a href="http://www.acaom.org/WordVersion/FINANCIALGUIDELINES08-19-07jme.pdf">www.acaom.org/WordVersion/FINANCIALGUIDELINES08-19-07jme.pdf</a></p> <p>(Charges for a program with a branch campus, a program offered in a foreign language or a program in a non-accredited, multipurpose institution will be higher.)</p>	\$7,600



### V. Master's-Level Accreditation Fee/Dues Schedule:

<b>Master's-level Accreditation Acceptance Fee</b>	Due upon acceptance of initial accreditation.	\$6,600 Base + \$30 per student
<b>Master's-level Annual Sustaining Accreditation Dues</b>	Due on <b>March 1<sup>st</sup></b> of each subsequent year of accreditation status. <b>Note:</b> Annual Sustaining Dues paid by any campus are capped at \$20,000 regardless of the number of students or programs	\$6,600 Base + \$30 per student
	<b>Off-Campus Locations:</b> If the institution has a branch campus, it must also pay annual sustaining accreditation dues for each branch. <b>Note:</b> Annual Sustaining Dues paid by any campus are capped at \$20,000 regardless of the number of students or programs	\$6,600 Base + \$30 per student

# ACAOM DUES & FEES SCHEDULES

## MASTER'S AND DAOM ACCREDITATION (Cont'd)

### VI. DAOM Program Accreditation Fee/Dues Schedule:

<p><b><u>DAOM</u> Program Accreditation Acceptance Fee</b></p>	<p>Due upon acceptance of initial accreditation</p>	<p>\$3,300 Base + \$30 per student</p>
<p><b><u>DAOM</u> Program Annual Sustaining Accreditation Dues</b></p>	<p><i>Due on March 1st of each subsequent year of accreditation status.</i> <i>Note: Annual Sustaining Dues paid by any campus are capped at \$20,000 regardless of the number of students or programs</i></p>	<p>\$3,300 Base + \$30 per student</p>
	<p><i>Off-Campus Locations: If the institution has a branch campus, it must also pay annual sustaining accreditation dues for each branch.</i> <i>Note: Annual Sustaining Dues paid by any campus are capped at \$20,000 regardless of the number of students or programs</i></p>	<p>\$3,300 Base + \$30 per student</p>



# ACAOM DUES & FEES SCHEDULES

## MISCELLANEOUS FEES SCHEDULE

Fee	Explanation of Fees	Charges
<b>Late Payment Fee</b>	A late payment fee will be assessed on all fees beginning 10 days from the date that the fee was due.	1.5% per month
<b>Substantive Change Fees</b>	<p>When a program plans a substantive change, the following fees are payable upon submission of a substantive change report.</p> <ul style="list-style-type: none"> <li>• <b>Change of Location</b></li> <li>• <b>Addition of a branch campus</b></li> <li>• <b>Change in type of program</b> (e.g., from acupuncture to Oriental medicine)</li> <li>• <b>Addition of another Master’s level program</b></li> <li>• <b>Addition of a program in another language</b></li> <li>• <b>Change in ownership or control</b></li> <li>• <b>Addition of a program related to Oriental medicine</b></li> <li>• <b>Addition of a doctoral program</b></li> <li>• <b>Other substantive changes</b></li> </ul> <p>NOTE: Fees for substantive changes are in addition to site visit fees in connection with a substantive change.</p> <p>See, ACAOM “Policies and Procedures Manual,” Sections 1.14.2 (candidate institutions) and 2.14.2 (accredited institutions) for details on substantive change requirements. The ACAOM manual is located on at the following link:  <a href="http://www.acaom.org/PdfVersion/Structure%20Scope%20and%20Standards%20Manual%2007-08-08.pdf">http://www.acaom.org/PdfVersion/Structure%20Scope%20and%20Standards%20Manual%2007-08-08.pdf</a> )</p>	<p>\$2,500</p> <p>\$4,000</p> <p>\$3,000</p> <p>\$3,500</p> <p>\$3,000</p> <p>\$3,000</p> <p>\$2,500</p> <p>\$4,000</p> <p>(Contact ACAOM)</p>

