



## Accreditation and Recognition Fees 2014/2015

### Background

CIPS has introduced an annual fee payment scheme for CIPS accredited programs (or programs with a *Recognition* status). The idea is simple -- whereas in the past, schools would pay a one-time fee (approx. \$4,000 – or \$5,200 for a review using multiple criteria) at time of the accreditation visit to pay for the accreditation team travel expenses, the new fee payment scheme will now spread these costs on an pro-rated annual equal installment basis over the period of accreditation (or *Recognition*); there would be no additional cost to the institution (other than their annual installment) for the accreditation visit in the year in which it takes place.

### Examples:

#### **Recognition Fees<sup>1</sup>**

a)

School introduced a new program in 2012. First graduates will be in 2016

School seeks *Recognition* status in **2013** - \$1000 annual fee

2014 - \$1000 annual fee

2015 - \$1000 annual fee

2016 - \$1000 annual fee. Accreditation visit takes place. Assumption is that the school is accredited.

2016 to 2022 – Annual Fees \$700

2022 – Accreditation Visit

b)

School introduced a new program in 2012. First graduates will be in 2016

School seeks *Recognition* status **2012** - \$800 annual fee

2013 - \$800 annual fee

2014 - \$800 annual fee

2015 - \$800 annual fee

2016 - \$800 annual fee. Accreditation visit takes place. Assumption is that the school is accredited.

2016 to 2022 – Annual Fees \$700 (based on 6 year accreditation period)

2022 – Accreditation Visit

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<sup>1</sup> Only available to Business Technology Management Programs

## **Re-Accredited Program**

2012 – School is re-accredited

2013 to 2018 – Annual Fees \$700

2018 – Accreditation Visit

## **New Programs**

First time accredited institutions, which did not have a prior *Recognition* status; pay the regular accreditation fee (\$4,000 or \$5,200 if more than one criterion is used) and will thereafter enter the annual payment schedule.

The annual fee has been set at \$700 (unless an institution is seeking accreditation under multiple criteria in which this fee increases to \$900 to pay for the additional accreditor on the team) for universities and \$800 (or \$1,000 for multiple criteria) for colleges (note: college fees are higher due to the fact that the accreditation period is shorter – 5 years vs. 6 years). This fee has been determined by dividing the accreditation fee by the number of years between accreditation visits; other than a small CPI addition, there is no overall fee increase.

## **Benefits**

The annual payment plan has a number of benefits. First, it will spread the cost of accreditation over a multi-year period, so that schools can budget for a smaller annual cost. The scheme should be of particular benefit to smaller institutions, for which it may be easier to budget for the smaller annual fee. The scheme also eliminates any perceived nexus between the payment and accreditation.

## **Conditions**

Despite the advantages of the new annual instalment payment scheme, an institution may opt out of the annual scheme, and continue to pay the full accreditation fee at the time of accreditation. CIPS, however, would strongly prefer all accredited institutions to operate under this new annual fee payment arrangement.

Please note the following conditions associated with the annual instalment scheme:

- a) An institution entering the annual instalment plan must undertake to remain in the plan and pay the annual instalments up to and including at least the year of that institution's next accreditation visit.
- b) CIPS undertakes that neither the accreditation fee nor the annual instalment will be increased up to the date of the institution's next accreditation.
- c) Following a (successful) accreditation, the institution may continue its membership in the annual instalment plan under whatever annual fee is in effect at that time; items a) and b) will then apply *mutatis mutandis*.

d) If an institution which is a member of the annual instalment scheme decides not to seek re-accreditation at its normal date of renewal, than no refund of paid annual fees will be made.

For more information, contact the CIPS Accreditation Secretariat at [accreditation@cips.ca](mailto:accreditation@cips.ca) or 905 602 1370.