**New Fees for Proprietary Schools**

**Effective February 28, 2013**

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| Application for Certification\* | $200 |
| Application for Exemption | $50 |
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| Application to Establish a Branch Campus | $100 |
| Application to Establish an Extension Site | $50 |
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| New Program Review (Certificate) | $100 |
| New Program Review (Associate) | $200 |
| New Program Review (Bachelor and Graduate) | $500 |
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| Substantive Change Review (Certificate) | $50 |
| Substantive Change Review (Associate) | $100 |
| Substantive Change Review (Bachelor and Graduate) | $250 |
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| Change of Ownership, Name, or Location | $100 |
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| Student Record Verification (per copy) | $10 |
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| Late Fee (per day)\*\* | $10 |

\* The Application for Certification fee will be credited toward the applicant school’s initial certification fee of $500.

\*\* Late fees are charged per day (exclusive of Saturdays, Sundays and holidays) and will not exceed a maximum of $1,500. Late fees are assessed on certified schools that fail to respond, within a time frame to be stated in official correspondence, to the department’s request for information or documentation related to recertification, grievances, department site visits, or probation.

***NOTE****: Certified schools are responsible for travel expenses for all members of a department on-site review team when such review is scheduled in response to concerns raised by accreditors, students, or the general public.*

*Unaccredited, degree-granting schools seeking certification to operate in Missouri may be required to undergo a site visit by department staff and external consultants with expertise in higher education. The applicant school is responsible for all reasonable costs associated with the site visit.*