



## HELC FEE SCHEDULE

<b>Payment Type</b>	<b>Type of Institution</b>	<b>Fees</b> (as of 7/12/2016)
<b>Agent Application</b>	Degree and Non-Degree	\$1000
<b>Amendments</b>	Degree and Non-Degree	
▪ <b>Each Program</b>		\$300
▪ <b>Each New Facility</b>		\$200
▪ <b>Institutional Name Change</b>		\$150
▪ <b>Ownership Change</b>		\$500
<b>Annual Data Survey</b>	Degree and Non-Degree	\$150 and above
<b>Conditional Exemption</b>	Degree and Non-Degree	\$1500
<b>Conversion Application</b>	Degree	\$1500
<b>Duplicate License</b>	Degree and Non-Degree	\$35
<b>New Applicant Workshop</b>	Degree and Non-Degree	\$200
<b>Post Expiration Filing</b> (due in addition to Renewal Fee if application is submitted less than 60 days before license expiration up to 6 months after license expiration)	Degree and Non-Degree	\$500
<b>Provisional Application</b>	Degree	\$5000
	Non-Degree	\$3000
<b>Reinstatement</b> (due in addition to Renewal Fee if application is submitted 6 months or more after license expiration)	Degree	\$3500
<b>Renewal Application</b> (due 60 days before license expiration)	Degree and Non-Degree	\$2500
<b>Site Evaluation</b>	Degree and Non-Degree	\$800 and above
<b>State Authorization Reciprocity Agreement (SARA)</b> (DC fees based on Full Time Enrollment (FTE) as reported in IPEDS, additional National fees may apply)	Degree	
▪ <b>Fewer than 2,500</b>		\$3000
▪ <b>2,500 – 9,999</b>		\$6000
▪ <b>10,000 or more</b>		\$9000
<b>Student Records (Closed Institutions)</b>	Degree and Non-Degree	
▪ <b>Transcripts</b>		\$10
▪ <b>Entire Record</b>		\$1 per page

All fees should be remitted at the time of application in the form of check or money order made payable to the **DC Treasurer** or via credit card [here](#).