



Accreditation and Recognition Fees 2012/2013

CIPS has introduced an annual fee payment scheme for CIPS accredited. The idea is simple -- whereas in the past, schools would pay a one-time fee (approx. \$4,000 at time of accreditation to pay for the 3 member 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.

First time accredited institutions pay the regular accreditation fee (\$4,000 plus tax) 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). 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.

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.

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.