

## **Fees**

ADHE is entitled to recover administrative fees related to the certification process. All fees are non-refundable. (Appendix F) There is not a recertification/renewal or exemption fee.

A **processing fee** must be submitted with applications for certification of established institutions to offer college-level courses/degree programs and with applications for certification of a newly established college or university in Arkansas.

Institutions applying for certification will be responsible for the travel expenses of the team assigned to review the certification application. The review team may make an on-site visit to the institution. Representatives from out-of-state institutions may be required to meet with the review team at ADHE unless the staff determines that the review can be conducted by conference call.

## **Bonds**

In an effort to protect Arkansas students from financial hardship and loss due to the unexpected closure of an institution certified by the Arkansas Higher Education Coordinating Board (AHECB), non-public postsecondary institutions certified to offer college-level courses/degrees in Arkansas will maintain a surety bond during operations in Arkansas unless the institution maintains a minimum financial responsibility composite score of 1.5 determined by the U.S. Department of Education. An out-of-state public postsecondary institution must provide a letter from an official of the appropriate state government entity backing the institution. (Appendix F)