



# APHEA

Agency for Public Health  
Education Accreditation

## FEE STRUCTURES<sup>i</sup>

### 1. Curriculum Validation (standalone)

The following schedule is for a standalone Curriculum Validation which is conferred upon successful applicants for 4 years.

Curriculum Validation (standalone)				
Application <sup>ii</sup>	Review	Decision	Total	Years Valid
€1,000	€2,000	€1,000	<b>€4,000</b>	4

Separate specialisations, defined by either admission criteria or certification, are charged in the following manner: The core programme will consist of a 100% fee as outlined above whereas all specialisations will be rated at an additional 50% fee.

### 2. Programme Accreditation

Applicants for Programme Accreditation are required to undertake Curriculum Validation (phase 1) as the first step. Once successfully completed, the applicant can continue through to the accreditation of their programmes (phase 2).

Programme Accreditation (includes Curriculum Validation)					
	Application <sup>ii</sup>	Review	Decision	Total	Years Valid
Phase 1	€1,000	€2,000	€1,000	€4,000	6
Phase 2	€1,000	€6,000	€3,000	€10,000	6
	€2,000	€8,000	€4,000	<b>€14,000</b>	

The fees outlined above are distributed between the application, review and decision-making process. As part of the review in phase 2, Programmes are required to cover all logistic arrangements for site visitors, including, flights, transfers, accommodation and meals.

Fees apply to individual programmes. Programmes with separate specialisations, are charged in the following manner: The core programme will consist of a 100% fee as outlined above whereas all specialisations will be rated at an additional 50% fee for the review and decision phases.

#### 4. Institutional Accreditation

The fees outlined are distributed between phase 1 consisting of Curriculum Validation of a minimum of 2 programmes or 1 programme with two or more specialisations, or 1 programme Curriculum Validation and 2 CTEE accreditations under a one-off payment schedule. The process consists of, an application and Validation process followed by an off-site and on-site review process with a subsequent decision-making process. Institutions are required to cover all logistics arrangements for site visitors, including, flights, transfers, accommodation and meals.

<b>Institutional Accreditation</b>					
	<b>Application <sup>ii</sup></b>	<b>Review</b>	<b>Decision</b>	<b>Total</b>	<b>Years Valid</b>
Phase 1	€1,000	€4,000	€1,000	€6,000	6
Phase 2	€1,000	€11,000	€6,000	€18,000	6
	€2,000	€15,000	€7,000	<b>€24,000</b>	

#### 5. Programmes seeking further Institutional Accreditation

If a programme (or programmes and / or specialisations) seeks to change their accreditation status to institutional accreditation the fee calculation is based on the difference in value between the initial programme accreditation and the institutional accreditation plus logistical costs associated with the site visit. A separate self-report will also be required. If the initial costs of programme accreditation exceed that of an institutional accreditation only the site visit logistics will need to be carried by the applicant.

#### 6. Continuing Training and Education Event (CTEE) Accreditation

The following rates apply to CTEE accreditation and are based on the delivery of the event and do not include the preparation or post-event activity. The calculations are based on contact hours

which are calculated as the time in which the attendee is expected to be physically (or virtually) present at the event. The fee structure can be altered to accommodate multiple applications. Please enquire with the APHEA secretariat.

<b>CTEE Accreditation</b>					
	<b>Application</b> <sup>ii</sup>	<b>Review</b>	<b>Decision</b>	<b>Total</b>	<b>Years Valid</b>
Up to 3 hours	€50	€125	€50	€225	3
4 to 18 hours	€50	€250	€50	€350	3
19 to 42 hours	€100	€800	€100	€1000	3
43 + hours	€200	€1200	€200	€1,600	3

## 7. Appeal Fees

Fees for appeal are applicable from the time of appeal and cover administrative costs. The fees are the following: CTEE, €100/€200/€300/€600; Validation, €1,600; Programme Accreditation, €3,900; Institutional Accreditation, €6,800.

## 8. Consultancy rates

The rates for consultancy days are available from the APHEA office.

## 9. Annual fees

The amounts indicated are one-off payments and there are no annual fees payable.

## 10. Programmes or Institutes undergoing substantive change

All programmes and Institutes undergoing substantive change are required under the terms and conditions of APHEA Accreditation to notify APHEA of those changes. If an additional review is deemed necessary an administrative charge may be required but this will be kept at a minimum to ensure the continued support of the applicant.

## NOTES

<sup>i</sup> Approved by APHEA Board of Directors 22.10.2020

Excludes VAT (Value Added Tax) in applicable countries.

<sup>ii</sup> Application fee non-refundable. Periodic cycle reviews, re-applications APSHER and IANPHI membership (proof of membership required) are exempt from application fees.