



**NEW JERSEY OFFICE OF THE
SECRETARY OF HIGHER EDUCATION
(OSHE)**

Fee Schedule

NOTE: All fees are non-refundable

Payable upon submission.

Enrollment is based on Total Institution

Petition Submission Fees

| In-State Independent or In-State Religious | | Out-of-State Public, Independent or Religious | |
|--|----------|--|----------|
| ENROLLMENT | FEE | ENROLLMENT | FEE |
| 1,000 or LESS | \$1,000 | Programs designed as dual enrollment, high school bridge | \$25 |
| 1,001 to 5000 | \$5,000 | 1,000 or LESS | \$4,000 |
| 5,001 to 10,000 | \$10,000 | 1,001 to 5000 | \$8,000 |
| 10,001 and over | \$15,000 | 5,001 to 10,000 | \$13,000 |
| | | 10,001 and over | \$18,000 |

| In-State Proprietary | | Out-of-State Proprietary | |
|----------------------|----------|--------------------------|----------|
| ENROLLMENT | FEE | ENROLLMENT | FEE |
| 1,000 or LESS | \$7,000 | 1,000 or LESS | \$10,000 |
| 1,001 to 5000 | \$11,000 | 1,001 to 5000 | \$13,000 |
| 5,001 to 10,000 | \$16,000 | 5,001 to 10,000 | \$19,000 |
| 10,001 and over | \$21,000 | 10,001 and over | \$24,000 |

Academic Degree Program and Course Review Fees

| PROGRAM | FEE |
|--|---------|
| Programs designed as dual enrollment, high school bridge | \$25 |
| Per course if not offering entire program | \$100 |
| Certificate or Diploma | \$500 |
| Associate's program | \$750 |
| Bachelor's program | \$1000 |
| Master's or Specialist program | \$2,000 |
| Doctoral program | \$5,000 |

Initial and Annual Licensing Fees

| In-State Institutions/All Dual Enrollment | | |
|---|-----------------|---|
| Fee Type | Enrollment | Fee |
| Programs designed as dual enrollment, high school bridge | | \$25 Initial licensure fee \$25 Annual licensure fee |
| Initial licensure Fee – payable upon approval | 1,000 or less | \$500 |
| | 1,001 to 5000 | \$1,000 |
| | 5,001 to 10,000 | \$5,000 |
| | 10,001 and over | \$10,000 |
| Annual licensure Fee – payable annually beginning the second year of licensure period until the institution obtains full accreditation from an accrediting body recognized by the US Secretary of Education. | 1,000 or less | \$250 |
| | 1,001 to 5000 | \$500 |
| | 5,001 to 10,000 | \$2,500 |
| | 10,001 and over | \$5,000 |

Initial and Annual Licensing Fees (cont.)

| Out-of-State Institutions | | |
|--|-----------------|----------|
| Fee Type | Enrollment | Fee |
| Initial and renewal licensure Fee – payable upon approval | 1,000 or less | \$2,000 |
| | 1,001 to 5000 | \$5,000 |
| | 5,001 to 10,000 | \$10,000 |
| | 10,001 and over | \$15,000 |
| Annual licensure Fee – payable annually beginning the second year of licensure period | 1,000 or less | \$1,000 |
| | 1,001 to 5000 | \$2,500 |
| | 5,001 to 10,000 | \$5,000 |
| | 10,001 and over | \$7,500 |

Reports and Miscellaneous Fees

| FEE TYPE | FEE |
|--|--|
| Out of State Institution Annual report N.J.A.C. 9A:1-5.4 | \$500 |
| Out of State Institution Formal request - Additional instructional sites N.J.A.C. 9A:1-5.5 | \$1,000 |
| Out-of-state institutions with no physical presence, offering NJ residents no other programs except for college credit-bearing distance learning (non NC-SARA members only) N.J.A.C. 9A:1-7.4 | \$1,000 per course, or \$10,000 per program |
| Petition to change programmatic mission N.J.A.C. 9A:1-2.9 | \$1,000 |
| Expedited change of programmatic degree level/mission request N.J.A.C. (9A:1- 2.9(d) | \$500 |
| Petition-of-Intent, Proposal for University Status N.J.A.C. 9A:1-3.5 | \$1,000 |
| Notice - Name change N.J.A.C. 9A:1-1-3(l) Notice - Change of main campus location N.J.A.C. 9A:1-1.3(m) Notice – Change in ownership N.J.A.C. 9A:1-4.2 | \$500 |
| Submission amendments and/or changes | \$500 |

Branch Campus Fees

| BRANCH CAMPUS PUBLIC RESEARCH UNIVERSITY OR STATE COLLEGE WITHIN NEW JERSEY | |
|--|----------------|
| FEE | \$1,000 |

| BRANCH CAMPUS OR ADDITIONAL LOCATION PUBLIC RESEARCH UNIVERSITY OR STATE COLLEGE OUTSIDE NEW JERSEY | |
|--|----------------|
| FEE | \$2,000 |

| BRANCH CAMPUS OR ADDITIONAL LOCATION INDEPENDENT INTITUTION WITHIN NEW JERSEY | |
|--|--------------|
| FEE | \$500 |

All submissions are only considered complete once the appropriate fee(s) have been received. Fee submissions must be sent with tracking and the completed memo template attached. Please send all fee submissions to the address below.

**Office of the Secretary of Higher Education (OSHE)
Attn: Licensure / Dr. Adrian Wright
1 John Fitch Plaza, 10th Floor
PO Box 542
Trenton, NJ 086025**

Consultant Fees

| INITIAL & RENEWAL LICENSURE APPLICATIONS | |
|--|---------|
| BASE FEE | \$5,000 |
| INCREMENTAL FEE | \$1,000 |

| CHANGING PROGRAMMATIC MISSION | |
|-------------------------------|---------|
| FEE | \$3,000 |

| EXCEEDING PROGRAMMATIC MISSION | |
|--------------------------------|-------------------|
| FEE | \$2,000 Virtual |
| FEE | \$2,500 In-Person |

| UNIVERSITY STATUS | |
|-------------------|----------|
| FEE | \$10,000 |

Base consultant fee of \$5000 (Base fee rate includes consultant review of one (1) academic degree program, or one (1) certificate program, or courses, either offered separately or included within a program where the credential is not conferred in New Jersey).

Incremental consultant fee rate of \$1000 for each additional academic degree program or certificate program.

All consultant fees are paid directly to the consultant by the institution once approved by the NJ Office of the Secretary of Higher Education (OSHE) through a Memorandum of Understanding (MOU).