



## Ohio Administrative Code

### Rule 3333-1-13 Fees for issuance of certificates of authorization and related activity.

Effective: May 28, 2023

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#### (A) Authority

This rule is adopted under authority conferred upon the chancellor of higher education by sections 1713.03 and 3333.048 of the Revised Code.

#### (B) Definitions

(1) Institution - for purposes of this rule "institution" has the same definition as section 1713.01 of the Revised Code.

(2) Degree - for purposes of this rule "degree" refers to a recognition or award for completion of a prescribed course of study at an institution of higher education. Degree levels are designated by the customary titles of associate, bachelor, master, specialist or doctor.

(3) Program - for purposes of this rule "program" means the field of specialization within the degree and may be referred to as majors, concentrations or specializations.

#### (C) General

(1) Institutions should refer to rules 3333-1-08 and 3333-1-16 of the Administrative Code and the Ohio department of higher education's manual, titled "Guidelines and Procedures for Academic Program Review" dated August 2, 2016, for additional information;

(2) The fees set forth in and charged pursuant to this rule are for the purpose of reimbursing the Ohio department of higher education for staff time spent reviewing an institution's request for a certificate of authorization and other related activity.

(3) The chancellor may use consultants to assist in the review process for each type of review listed.



The institution is responsible for any consultant's fee and expenses. Such fees and expenses are in addition to the amounts listed throughout this rule.

(D) Fees

(1) The following fees will be charged when an institution first seeks to obtain a certificate of authorization from the chancellor or when an institution with a certificate of authorization seeks to offer programs at a new degree level:

Degree	Base Fee: charged in each instance when an institution seeks to offer its first program at each degree level	Program Review Fee for In-State institution: 50% off this fee if the review is in conjunction with the Higher Learning Commission or Specialized Accreditor	Program Review Fee for Out-of-State institution: 50% off this fee if the review is in conjunction with the Higher Learning Commission or Specialized Accreditor	Program Review Fee: additional programs at the same degree level, provided the programs are submitted at the same time
Associate Degree	\$3,000	\$3,000	\$5,000	\$1,000
Bachelor's Degree	\$3,000	\$3,000	\$5,000	\$1,000
Master's Degree	\$5,000	\$3,000	\$5,000	\$1,000
Doctoral Degree	\$5,000	\$3,000	\$5,000	\$1,000

(a) Under this rule, in conjunction with the higher learning commission/specialized accreditor is only available for non-profit institutions that have been continuously authorized by the chancellor and accredited by the higher learning commission/specialized accreditor for twenty years or more. Additionally, availability is subject to the Ohio department of higher education reaching an agreement with the higher learning commission/specialized accreditor regarding the Ohio department of higher education's participation in the review process.

(2) The following fees are charged when an institutions seeks to change its certificate of authorization in the following ways:

Change Request	Fee	Fee for Additional Programs (if the programs are submitted at the same time)
Change in Degree/Program Names	No Charge	No Charge



Change to On-line model	\$500 or \$250 if completed in conjunction with higher learning commission review	\$100
Approval to Offer Programs at New Campuses/Sites	\$500 or \$250 if completed in conjunction with higher learning commission review	\$250
Curriculum Modification - required when 50% or more is modified	\$250	\$100

(a) In addition to other applicable fees listed in this rule, a processing fee will be assessed if the institution requests a hard copy of their amended certificate authorization.

(b) There is no fee charged for "change to an online model" if the institution holds higher learning commission "approval for distance education courses and programs."

(3) The following fees are charged for continued authorization activities:

Activity	In-State	Out-of-State
Progress Reports	\$1,000 per report	\$1,000 per report
Reauthorization for institutions continuously authorized by the higher learning commission for more than 20 years	\$500	\$1,000
Reauthorization for institutions continuously authorized by the higher learning commission for more than 20 years, but that have specific issues that require a more detailed review	\$1,500	\$2,000
Reauthorization for institutions not continuously authorized by the higher learning commission for more than 20 years	\$3,000	\$3,500
Full Reauthorization for institutions who have undergone major institutional changes	\$5,000	\$7,500

(4) The following fees will be charged for out-of-state institutions seeking approval for on-ground academic programming associated with distance education programs, including, but not limited to,



student teaching, clinical practicum, or internships for credit:

Degree	Base Fee	Program Review Fee
Associate	\$3,000	\$1,000
Bachelor's	\$3,000	\$1,000
Master's	\$5,000	\$1,000
Doctoral	\$5,000	\$1,000

(a) Fees under this division will not be charged if the out-of-state institution has been approved by the national council for state authorization reciprocity agreements (NC-SARA).

(5) The following fee will be charged to for-profit institutions who intend to engage in advertising and/or recruitment activities in the state of Ohio for instruction at or above the baccalaureate level:

(a) One thousand dollars per program

(b) Fees under this rule will not be charged if the for-profit institution has been approved by NC-SARA.

(6) The following fees will be charged when an institution seeks approval of educator preparation programs the lead to Ohio licensure or endorsement:

(a) Institutions that offer programs that lead to Ohio licensure or endorsement will be charged an annual fee per program as described in table A, except those institutions that choose to participate in the program review process as described in paragraph B will be charged an annual fee per program as described in table B.

(b) Educator Preparation Providers with at least one faculty/staff member representing the institution serving on a faculty review panel will be considered as participating in the program review process.

Program Type	Annual Fee Per Program
Teaching licensure program	\$140



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Duplicate teaching licensure program, the same program offered at a different level and additional middle childhood concentrations and additional adolescent to young adult dual content areas	\$70
Endorsement program	\$30
Duplicate endorsement program, the same program offered at a different level and additional middle childhood concentrations	\$15
Non-teaching licensure program	\$60
Non-teaching licensure program, the same program offered at a different level and additional principal grade bands	\$30

Program Type	Annual Fee Per Program
Teaching licensure program	\$70
Duplicate teaching licensure program, the same program offered at a different level and additional middle childhood concentrations and additional adolescent to young adult dual content areas	\$35
Endorsement program	\$15
Duplicate endorsement program, the same program offered at a different level and additional middle childhood concentrations	\$7.50
Non-teaching licensure program	\$30
Non-teaching licensure program, the same program offered at a different level and additional principal grade bands	\$15

(7) The following fees will be charged for activities related to continued approval to offer educator preparation programs:

Activity	Fee
Ohio Department of Higher Education Staff Members Present During Education Accrediting Agency Review	\$750/per person/per day
State Continuing Program Audit	\$750/per person/per day
Change Request: Curriculum Modification to a Continuing Program Leading to Ohio Educator Licensure or Endorsement	\$250
Change Request: Add Delivery Sites to a Continuing Program Leading to Ohio Educator Licensure or Endorsement	\$250



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Change Request: Delivery Mode, e.g. traditional, online, or hybrid, of a Continuing Program Leading to Ohio Educator Licensure or Endorsement	\$250
Change Request: Place Continuing Program Leading to Ohio Educator Licensure or Endorsement into Dormancy	\$0