



<b>Policy Title:</b>	<b>FEPAC Fees and Dues Schedule</b>
<b>Approved By:</b>	FEPAC Commission
<b>Document History:</b>	Policy Implementation Date: August 9, 2003 Last Updated: February 9, 2026
<b>Related Commission Document:</b>	FEPAC Commission Actions Policy
<b>References:</b>	FEPAC Accreditation Policy
<b>Responsible Official:</b>	Operations, Policy and Procedure Committee

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## ACCREDITATION FEES & DUES BASIS

FEPAC determines fees and dues based on the type of accreditation sought or granted (i.e., degree and/or concentration) and the length of the accreditation term. FEPAC accredits forensic science education programs that lead to a Bachelor of Science (BS) Degree or a Master of Science (MS) Degree. Program concentrations accredited by FEPAC are:

### **Undergraduate Degree Program Concentrations:**

- Criminalistics (Standard 4.6),
- Biology (Standard 4.7),
- Chemistry (Standard 4.8),
- Digital Evidence (Standard 4.9), and
- Crime Scene Investigation (Standard 4.10)

### **Graduate Degree Program Concentrations:**

- Biology (Standard 5.3),
- Chemistry (Standard 5.3), and
- Digital Evidence (Standard 5.4)

**NOTE: Except as expressly set forth herein, all fees and dues paid are non-refundable.**

## ACCREDITATION FEES

**APPLICATION FEE - \$1,860.00** Application Fee for initial accreditation or reaccreditation.

Application requirements are outlined below:

1. A separate application is required for undergraduate and graduate degree programs.

2. A single application is acceptable for applicants applying to accredit a program with more than one concentration within a single department with the same program director (e.g., Undergraduate Degree in Forensic Science – concentrations in Biology, Digital Evidence, Criminalistics **or** Graduate Degree in Forensic Science – concentrations in Chemistry and Digital Evidence).
  - a. Programs with more than one concentration where the concentrations are in **different departments with different program directors** – each program director will be required to submit a separate application.
  - b. Programs with more than one concentration where the concentrations are of the **same level** (either BS or MS) in the **same department** but with **different program directors** – the program may submit a single application co-signed by both Program Directors. All general (3.0 – 3.10) and program specific standards (undergraduate 4.0-4.4 / graduate 5.0-5.2) **must be identical** for both concentrations.

**SELF-STUDY FEE - \$2,500.00** Self-Study Fee for initial accreditation or reaccreditation.

**SITE VISIT FEE - \$2,950.00** On-Site Evaluation Fee for a team of two (2) on-site evaluators within the contiguous United States. For each additional on-site evaluator, the fee is \$1,475.00. Fees for on-site visits outside the contiguous United States are equal to actual expenses incurred by FEPAC.

## **ACCREDITATION MAINTENANCE DUES**

Accreditation maintenance dues are **due annually**.

**\$2,225.00 Programmatic Maintenance Dues** - annual dues for each program degree (e.g., BS or MS degree).

**\$500.00 Concentration Maintenance Dues** - annual dues for each additional concentration (as shown - page 1), beyond the first, within a degree program.

### **Illustrations:**

#### **a. STATE UNIVERSITY**

Bachelor of Science in Forensic Science Program with three (3) Concentrations: Chemistry, Biology, and Digital Evidence

\$2,225.00 (Maintenance Dues and 1<sup>st</sup> concentration)

\$1,000.00 (Maintenance Dues for 2<sup>nd</sup> and 3<sup>rd</sup> concentrations at \$500 each)<sup>1</sup>

#### **b. COLLEGE ABC**

Bachelor of Science in Forensic Science

Master of Science in Forensic Science

\$4,450.00 (Maintenance Dues for two (2) programs at \$2,225.00 each)

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<sup>1</sup> Assuming both concentrations are within the same department

**c. UNIVERSITY of XYZ**

Master of Science in Forensic Science: Biology

Master of Science in Forensic Science: Digital Evidence

\$2,725.00 (Maintenance Dues for one (1) program with two (2) concentrations = \$2,225.00 (includes 1<sup>st</sup> concentration and \$500 for the second concentration)<sup>2</sup>

## **POST-COMMISSION ACTIONS - RELATED FEES**

**Monitoring Report Fee - \$100.00** to assess each and any Commission required monitoring reports (e.g., *Interim Reports, Probation Reports, Supplemental Information Reports, Progress Reports*).

**Commission Decision Appeal Fee - \$5,000 deposit** to cover expenses such as hearing costs, legal fees, administrative costs, etc. Any unused funds will be returned to the appellant. Costs above \$5,000 incurred will be billed to the appellant. (See *FEPAC Commission Actions Policy*)

## **OVERDUE MATERIALS & PAYMENTS**

### **LATE FEE - \$100.00**

Any required fees and/or documentation that are received after the due date will be subject to a \$100 late fee per occurrence. A Late Fee will be applied on the 6<sup>th</sup> day after the original due date.

## **INVOICING**

**Accreditation Maintenance Dues** are invoiced annually in **November**. This invoice is for maintenance dues and not a fee for submission of the annual report.

### **Example of Annual Accreditation Maintenance Dues Schedule**

- Application for initial accreditation is submitted 03/01/2025
- Programmatic Accreditation is awarded for a term of five (5) years beginning in 2026
- Maintenance Dues apply: DEC 2026, DEC 2027, DEC 2028, and DEC 2029.

**NOTE: The Annual Report** is required as part of continued FEPAC accreditation and is expected to be submitted in November each year including the year initial accreditation is awarded. Programs not seeking continuing accreditation (and whose accreditation will expire) must still submit a “final” Annual Report and pay the associated Annual Accreditation Maintenance Dues.

### **Example of the Annual Report Submission Schedule**

- Application submitted 03/01/2025
- Programmatic Accreditation is awarded for a term of five (5) years beginning in 2026
- Annual Report submissions are due: NOV 2026, NOV 2027, NOV 2028, and NOV 2029.<sup>3</sup>

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<sup>2</sup> Assuming both concentrations are within the same department

<sup>3</sup> This example presumes the Accredited program applies for continuing accreditation in 2030 and will be submitting a comprehensive *Self-Study* that substitutes for its NOV 2030 annual report.

## FEPAC DUES AND FEES INCREASES

FEPAC will routinely evaluate and modify dues and fees as needed to fulfill FEPAC's accreditation responsibilities. Fees associated with site visits in the contiguous United States are reviewed annually for necessary adjustments.

**NOTE: Except as expressly set forth herein, all fees paid are non-refundable.**

### Revision History

Date Revised	Summary of Revisions	Approved By