

# NEW MEXICO HIGHER EDUCATION DEPARTMENT

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GOVERNOR



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CABINET SECRETARY

## STATE AUTHORIZATION FEES (INSTITUTIONS WITH PHYSICAL PRESENCE IN NEW MEXICO)

*EFFECTIVE DATE 01/01/2019*

FEE TYPE	NON-REFUNDABLE FEE AMOUNTS
<b>CLAIM FOR EXEMPTION</b>	
<b>Administrative Fee</b> ( <i>five year renewal cycle</i> )	Due upon online submission of application \$1000
<b>FEES FOR NATIONALLY OR SPECIALIZED ACCREDITED INSTITUTIONS</b>	
<b>Annual Administrative Fee</b>	Due upon online submission of application \$500
<b>1<sup>st</sup> Year Provisional Application Fee</b>	Due upon application approval \$1000
<b>Renewal Application Fee</b> ( <i>annual renewal cycle</i> )	Due upon application approval <ul style="list-style-type: none"> <li>• Greater than \$1,000,000 annual gross tuition revenue \$5,000</li> <li>• \$500,000/\$999,999 annual gross tuition revenue \$3,000</li> <li>• \$250,000/\$499,999 annual gross tuition revenue \$2,000</li> <li>• \$50,000/\$249,999 annual gross tuition revenue \$1,000</li> <li>• Less than \$50,000 annual gross tuition revenue \$500</li> </ul>
<b>Annual Reporting Administrative Fee</b>	Due at time of online data submission \$100
<b>FEES FOR NON-ACCREDITED INSTITUTIONS</b>	
<b>Annual Administrative Fee</b>	Due upon online submission of application \$500
<b>1<sup>st</sup> Year Provisional Application Fee</b>	Due upon application approval \$1000
<b>Renewal Application Fee</b> ( <i>annual renewal cycle</i> )	Due upon application approval <ul style="list-style-type: none"> <li>• Greater than \$1,000,000 annual gross tuition revenue \$5,000</li> <li>• \$500,000/\$999,999 annual gross tuition revenue \$3,000</li> <li>• \$250,000/\$499,999 annual gross tuition revenue \$2,000</li> <li>• \$50,000/\$249,999 annual gross tuition revenue \$1,000</li> <li>• Less than \$50,000 annual gross tuition revenue \$500</li> </ul>
<b>Annual Review Committee Administrative Fee</b>	Due upon review of application by committee \$100
<b>Annual Reporting Administrative Fee</b>	Due at time of online data submission \$100

FEE TYPE	NON-REFUNDABLE FEE AMOUNTS
<b>FEES FOR REGIONALLY ACCREDITED INSTITUTIONS</b>	
<b>Administrative Fee</b>	Due upon online submission of application \$500
<b>Application Fee</b> ( <i>renewal cycle is based on the accreditation reaffirmation date set by the accreditor</i> )	Due upon application approval <ul style="list-style-type: none"> <li>• Greater than \$500,000 annual gross tuition revenue \$5,000</li> <li>• \$250,000-\$499,999 annual gross tuition revenue \$4,000</li> <li>• Less than \$249,999 annual gross tuition revenue \$3,000</li> </ul>
<b>Annual Reporting Administrative Fee</b>	Due at time of online data submission \$500
<b>ADMINISTRATIVE FEES FOR SUBSTANTIAL INSTITUTIONAL CHANGES</b>	
Change in Program(s)	Due upon online submission of application \$300
Change in Location(s)	Due upon online submission of application \$300
Change in Organizational Structure / Ownership / Name(s)	Due upon online submission of application \$300
Opening a new branch location(s) in New Mexico	Due upon online submission of application \$300
Closing a branch location(s) in New Mexico	Due upon online submission of application \$300
<b>APPLICATION FEE FOR PRIVATE OUT-OF-STATE POST-SECONDARY INSTITUTIONS ACTIVELY RECRUITING NEW MEXICO STUDENTS</b>	
Annual Designation of Institution Application Fee	Due upon online submission of application \$1,000
<b>DESIGNATION OF AGENT ADMINISTRATIVE FEE</b>	
Annual Designation of Agent Fee	Fee is per agent \$200
<b>ILLEGAL ACTIVITY PENALTY FEES</b>	
Late Application Submission	Institutions that do not submit a renewal application, annual report or requested response by or before a listed due date may be assessed up to \$500 per day per violation.