

NEW MEXICO HIGHER EDUCATION DEPARTMENT



MICHELLE LUJAN GRISHAM
GOVERNOR

KATE M. O'NEILL, ED.D.
CABINET SECRETARY

STATE AUTHORIZATION FEES (INSTITUTIONS WITH PHYSICAL PRESENCE IN NEW MEXICO) EFFECTIVE DATE 01/01/2019

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

FEE TYPE	NON-REFUNDABLE FEE AMOUNTS	
FEES FOR REGIONALLY ACCREDITED INSTITUTIONS		
Administrative Fee	Due upon online submission of application	\$500
Application Fee <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"> • Greater than \$500,000 annual gross tuition revenue \$5,000 • \$250,000-\$499,999 annual gross tuition revenue \$4,000 • Less than \$249,999 annual gross tuition revenue \$3,000 	
Annual Reporting Administrative Fee	Due at time of online data submission	\$500
ADMINISTRATIVE FEES FOR SUBSTANTIAL INSTITUTIONAL CHANGES		
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
APPLICATION FEE FOR PRIVATE OUT-OF-STATE POST-SECONDARY INSTITUTIONS ACTIVELY RECRUITING NEW MEXICO STUDENTS		
Annual Designation of Institution Administrative Fee	Due upon online submission of application (fee per location)	\$ 500
Annual Designation of Institution Application Fee	Due upon application approval (fee per location)	\$ 500
DESIGNATION OF AGENT ADMINISTRATIVE FEE		
Annual Designation of Agent Fee	Fee is per agent	\$200
ILLEGAL ACTIVITY PENALTY FEES		
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.	