

# 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 01/01/2020

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	\$300
<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</li> <li>• \$500,000/\$999,999 annual gross tuition revenue</li> <li>• \$250,000/\$499,999 annual gross tuition revenue</li> <li>• \$50,000/\$249,999 annual gross tuition revenue</li> <li>• Less than \$50,000 annual gross tuition revenue</li> </ul>	\$5,000 \$3,000 \$2,000 \$1,000 \$500
<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</li> <li>• \$500,000/\$999,999 annual gross tuition revenue</li> <li>• \$250,000/\$499,999 annual gross tuition revenue</li> <li>• \$50,000/\$249,999 annual gross tuition revenue</li> <li>• Less than \$50,000 annual gross tuition revenue</li> </ul>	\$5,000 \$3,000 \$2,000 \$1,000 \$500
<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

<b>FEE TYPE</b>	<b>NON-REFUNDABLE FEE AMOUNTS</b>	
<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 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
<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.	