



BUSINESS GRADUATES

ASSOCIATION

LEADERS NEVER STOP LEARNING

## Standard Assessment Costs

Responsible  
Management



Positive  
Impact



Lifelong  
Learning

## COST OF ASSESSMENT: STANDARD FEES

The following fees apply to institutions undergoing initial BGA accreditation:

- 1. Application fee (£3,000):** Invoice will be sent to the institution once the letter of intent is received by BGA. The institution will then need to submit its Application Form.
- 2. Accreditation process fee (£500 annual):** Invoice will be sent to the institution once accepted onto the accreditation process and annually until initial accreditation is achieved.
- 3. Assessment visit fee (£12,000):** Invoice will be sent to the institution once the dates for the assessment visit is set. Payment for the visit will be required no later than eight weeks before the visit date.
- 4. Assessment visit panel expenses:** Institutions are required to pay additional costs including travel, overnight accommodation and subsistence for all Accreditation Assessors and BGA staff (usually three-to-four people in total). Travel is booked by BGA as business class in instances in which journey time exceeds five hours. Any expenses incurred will be 're-charged' at cost on completion of the assessment visit. Payment of the recharges invoice will be due within 30 days of receipt.
- 5. Additional campuses:** The assessment of additional campuses, if required, will be charged at £2,500 plus expenses.
- 6. Membership fee:** All institutions must be fully-paid members of BGA in good standing to be eligible for accreditation. The membership fee must continue to be paid annually if accreditation is to be maintained.
- 7. Cancellation:** All non-refundable costs incurred by BGA as a result of arranging an assessment visit, which is subsequently cancelled by the institution, will be re-charged to the institution. In addition a cancellation fee of **£5,000** will also be applied. This fee, and all relevant expenses, will also be charged to the institution in cases in which BGA cancels the assessment visit due to the institution failing to meet their obligations, such as submitting the Self-Audit Report (SAR) less than three weeks prior to the assessment date.

**Further notes:** The above costs are correct at the current date, provided as indicative only and may be subject to review. The terms for accreditation shall be construed in accordance with **English Law** and any dispute arising out of or in connection with the guidelines including any question regarding existence, validity or termination, shall be considered in accordance with **English Law**. **All fees are non-refundable.** Please note that fees can vary according to region and reduced fees are available for institution in some emerging markets. Please contact BGA to check.

**Institutions seeking accreditation are required to sign this document to accept the above and return.**

Institution signature (Dean)

Date