

Fee Schedule for Accreditation Services under the Four-stage Quality Assurance model for the purpose of the Qualifications Framework

The Hong Kong Council for Accreditation of Academic and Vocational Qualifications is a statutory, not-for profit self-financed body. This means that the Council charges fees for its services. This fee schedule, as approved by the Secretary of Education, relates to accreditation exercises for the purpose of the QF undertaken by the Council in its capacity as Accreditation Authority under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) and in accordance with the Four-stage Quality Assurance process that underpins the QF. The fee schedule is effective for all service agreements signed with the HKCAAVQ from the 5 May 2008 when the AAVQ Ordinance comes into full effect. The fee schedule may be reviewed as and when required.

Fee Schedule					
QF Level	Initial Evaluation	Programme Validation	Programme Revalidation	Programme Area Accreditation	Periodic Review
1	\$11,000	\$20,000	\$17,000	\$56,000	\$45,000
2	\$11,000	\$20,000	\$17,000	\$56,000	\$45,000
3	\$27,000	\$49,000	\$43,000	\$82,000	\$75,000
4	\$43,000	\$185,000	173,000	\$280,000	\$240,000
5	\$65,000	\$310,000	\$290,000	\$480,000	\$400,000
6	\$65,000	\$310,000	\$290,000	\$480,000	\$400,000
7	\$65,000	\$310,000	\$290,000	\$480,000	\$400,000

- 1) Each fee relates to a particular accreditation exercise as vested in the Four-stage Quality Assurance Guidelines (<http://www.hkcaavq.edu.hk/fourstage>) at a particular QF level. Unless otherwise mentioned in these notes, each fee listed covers the costs of one standard accreditation exercise.
- 2) The fees are set on a full cost recovery principle and cover all costs involved in undertaking a standard accreditation exercise.
- 3) Initial Evaluation (IE) is undertaken at institutional level to assess whether an operator has the capability to offer programmes at a particular QF level. The need for operators to undergo IE depends on their prior accreditation status with the Council. The fees listed for IE are per operator. If IE status is sought at QF level 3, the exercise will cover levels 1-3 and IE status, if granted, will give operators permission to offer programmes at QF levels 1-3 after successful Programme Validation (PV) of individual programmes involved. The fees listed for IE for QF level 1 and 2 cover the costs of IE per QF level. Within QF Level 4-7, IE status, if granted, covers the same level or lower, but does not extend to levels 1-3.

- 4) The fee listed for programme validation covers a standard accreditation exercise of a learning programme that leads to one exit award at a particular QF level and that can be undertaken by one discipline panel.
- 5) Programme Area Accreditation (PAA) includes two phases of review, ie Institutional Review and Discipline Review for one programme area. These reviews are as a general rule undertaken by separate expert panels. The fee listed is the fee per panel exercise at a particular QF level.
- 6) The fee listed for Periodic Review is related to Periodic Review of one programme area at a particular QF level.
- 7) If accreditation exercises can be combined, e.g. if operators in industries with finalised Specification of Competency Standards (SCSs) submit applications for accreditation of learning programmes at QF levels 1-3, a discount calculated on a cost-recovery principle, may be considered. The authority to decide whether a combined exercise is feasible and a discount is possible rests entirely with the Council.
- 8) A fee will also be charged for the Council's processing of substantial changes under the Guidelines on Substantial Change to Accreditation Status (Version 1.0, June 2008). The exact fee will be determined on the HKCAAVQ's cost recovery principle, and making reference as appropriate to the validation or revalidation fee charged for a regular validation exercise.
- 9) The fees charged for other services offered by the Council, such as the assessment services, accreditation services not related to the QF or under legislation other than the AAVQ Ordinance, and consultancy services, are not covered by this fee schedule.
- 10) Operators whose qualifications have been successfully accredited by the Council through the Four-stage Quality Assurance process can enter their qualifications into the Qualifications Register (QR) which is the public face of the QF. Information about the fees that apply to enter qualifications into the QR is available via www.hkqr.gov.hk.
- 11) The Education Bureau (EDB) has introduced different funding schemes to support quality assurance of programmes offered by non-profit making education and training providers and to encourage registration of the qualifications into the QR. More information about these funding schemes is available on the EDB website www.hkqf.gov.hk.
- 12) These notes will be subject to review as and when required.
- 13) This Fee Schedule for Accreditation Services has been translated into Chinese.