



## PHILIPPINE TECHNOLOGICAL COUNCIL

ACCREDITATION AND CERTIFICATION BOARD FOR ENGINEERING AND TECHNOLOGY

### ACCREDITATION FEES

REVIEW CYCLE 2015-2016

#### COVERAGE:

- Application for Accreditation
- Accreditation On-site Visit and Review
- Interim Review
- Annual Contribution to Maintenance of Accreditation and Accreditation Information

#### EFFECTIVE FOR:

- Review Visits conducted between July 2015 – June 2016
- Accreditation Decisions Effective Academic Year 2015 – 2016

#### SCHEDULE OF FEES:

Service Item	Amount	Invoicing and Payment	Notes
1. Application for Accreditation	Php 25,000.00 per program applied for accreditation	Payable upon submission of Application for Accreditation and Self Study Report	Note 1
2. Initial/General Review and On-site Visit	Php50,000.00 per program reviewed and visited	Payable within 30 days from issuance of invoice. Invoice is normally issued 15 days prior to the first day of visit	Note 2
3. Extended Visit	Php5,000.00 per evaluator man-day or fraction thereof	Payable within 30 days from issuance of invoice.	Note 3
4. Accreditation and Certification Fee	Php25,000.00 per program accredited	Payable within 30 days from issuance of invoice. Invoice is normally issued on the day the accreditation and certification is issued	Note 4
5. Interim Review and Visit	Php25,000.00 per program reviewed and/or visited	Payable within 30 days from issuance of invoice. Invoice is normally issued fifteen (15) days prior to the scheduled review	Note 5
6. Annual Contribution to Maintenance of Accreditation Information	Php25,000.00 per program per year	Payable within 30 days from issuance of invoice. Invoice is normally issued fifteen (15) days prior to the start of the academic year covered by the accreditation	Note 6

**DETAILS:**

- Note 1. Application for Accreditation.** This fee shall be charged for every program applied for accreditation and payment shall be made upon the filing of the Application / request for Initial Evaluation (RFE) and receipt of applicable invoice. The fee is non – refundable.
- Note 2. Initial/General Review and On-site Visit Fee.** This fee shall be charged for every program applied for accreditation. This fee is intended to defray the costs of review by the Program Evaluation Team (PET), which generally begins with the desk top review of the Self Study Report on the program and ends when the on-site visit and reporting shall have been made. The smallest sized PET for an accreditation review (single program review) typically consists of a team chair, a deputy team chair and a program evaluator, who is known to be an expert in the particular field of engineering.
- One program evaluator is added for every additional program included in the on-site accreditation review visit. One (1) program evaluator per visit may be added per program upon mutual agreement between the HEI and PTC at the cost of P10, 000 per evaluator per visit. The additional program evaluator will be fielded to cover special cases such as non-traditional delivery methods, among other situations.
- An on-site review typically requires two (2) and a half (1/2) days at site for the PET. The actual time schedule may be adjusted upon consultation and agreement between the HEI and the PTC.
- Note 3. Extended Visit.** Should the HEI and the PTC agree and deem it necessary to retain, on an extended basis, the Program Evaluation Team, the team chair or any program evaluator during on-site visits, the HEI shall be charged the daily rate for the program evaluator/team chair retained.
- Note 4. Accreditation and Certification Fee.** The fee shall be charged for each program awarded accreditation and certification under CASEE irrespective of the term of accreditation. The fee is primarily intended to cover management and administrative expenses by PTC, ACBET and the EAC during the accreditation decision-making process.
- Note 5. Interim Review and Visit Fees.** PTC may require an Interim Review of an engineering program in between General Reviews depending upon the results of the most recent on-site visit or review. An Interim Review may not require an on-site visit by the Program Evaluation Team and may involve only the assessment and evaluation of an Interim Report submitted by the program for the purpose of complying with the accreditation conditions and obtaining an extension of the term of accreditation.
- Note 6. Annual Contribution to Maintenance and Accreditation Information.** Annual maintenance fees cover expenses related to pro-rated contribution to the membership with the International Engineering Alliance – Washington Accord, expenses related to the continuing maintenance and upkeep of accreditation files and review of institutional materials, and the publication and distribution of annual lists of accreditation programs, among other information, education and communication expenses.

**EXEMPLAR OF ACCREDITATION FEES CALCULATIONS**

EXPENSE/FEE ITEM	PROGRAM REVIEWED AND ACCREDITED		PROGRAM REVIEWED BUT ACCREDITATION NOT GRANTED
	6-YEAR ACCREDITATION TERM WITH NO INTERIM REVIEW & VISIT	2-YEAR ACCREDITATION TERM WITH INTERIM REVIEW & VISIT	
• Application Fee	PhP 25,000.00	PhP 25,000.00	PhP 25,000.00
• Accreditation Review & One-Site Visit Fee	PhP 50,000.00	PhP 50,000.00	PhP 50,000.00
• Extended Visit Fee	-	-	-
• Accreditation & Certification Fee	PhP 25,000.00	PhP 25,000.00	-
• Interim Review & Visit	-	PhP 25,000.00	-
• Annual Maintenance Contribution			
○ Year 1	PhP 25,000.00	PhP 25,000.00	-
○ Year 2	PhP 25,000.00	PhP 25,000.00	-
○ Year 3	PhP 25,000.00	-	-
○ Year 4	PhP 25,000.00	-	-
○ Year 5	PhP 25,000.00	-	-
○ Year 6	PhP 25,000.00	-	-
<b>TOTAL PER PROGRAM</b>	<b>PhP 250,000.00</b>	<b>PhP 175,000.00</b>	<b>PhP 75,000.00</b>