



Accreditation Fees

The Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) is a statutory, not-for-profit self-financed body. The fee schedule is approved by the Secretary for Education for accreditation exercises undertaken by HKCAAVQ:

- (a) in its capacity as the Accreditation Authority under the Accreditation of Academic and Vocational Qualifications (AAVQ) Ordinance (Cap. 592) and in accordance with the Four-stage Quality Assurance Process that underpins the Qualifications Framework (QF); and
- (b) to conduct, under Section 4(1)(a)(i) of the HKCAAVQ Ordinance (Cap. 1150), Institutional Review (IR) for institutions that wish to seek registration under the Post Secondary Colleges Ordinance (Cap. 320) or apply for Private University title.

The Fee Schedule below is effective for all service agreements signed with HKCAAVQ from 1 April 2020. For enquiries, please contact the relevant accreditation unit at:-

Academic Accreditation and Assessment: (852) 3658 0242 / aaa@hkcaavq.edu.hk

Vocational and Professional Accreditation: (852) 3658 0183 / vpa@hkcaavq.edu.hk

The Education Bureau (EDB) has introduced the “*Designated Support Schemes for QF*” following the establishment of the QF Fund on 1 September 2014 to support quality assurance of programmes offered by education and training providers, and to encourage registration of the qualifications into the Qualifications Register (QR). Please refer to paragraph (11) of the Explanatory Notes to the Fee Schedule for more details.



Fee Schedule (effective 1 April 2020)

(In Hong Kong dollars)

Fees for Four Stage Quality Assurance Process

QF Level	Initial Evaluation	Learning Programme Accreditation	Learning Programme Re-accreditation	Programme Area Accreditation	Periodic Institutional Review
1	\$14,700	\$26,700	\$22,500	\$93,100	\$74,800
2	\$14,700	\$26,700	\$22,500	\$93,100	\$74,800
3	\$35,900	\$64,900	\$57,200	\$136,200	\$124,800
4	\$57,200	\$245,500	\$229,500	\$371,100	\$318,200
5	\$86,300	\$411,100	\$384,400	\$636,300	\$530,100
6	\$86,300	\$411,100	\$384,400	\$636,300	\$530,100
7	\$86,300	\$411,100	\$384,400	\$636,300	\$530,100

Institutional Review Fee for institutions seeking registration under the Post Secondary Colleges Ordinance (Cap. 320)

Institutional Review Fee	\$1,716,500
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Institutional Review Fee for institutions applying for Private University title

Institutional Review Fee	\$2,002,000
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Fees for accreditation and re-accreditation of Recognition of Prior Learning (RPL) Assessment Agencies

Accreditation of RPL Agencies	\$371,100
Re-accreditation of RPL Agencies	\$318,200

Fees for accreditation and re-accreditation of Assessment Agency for Professional Qualifications (AAPQ)

Accreditation of AAPQ	\$371,100
Re-accreditation of AAPQ	\$318,200
Referencing of qualifications to QF levels (per Qualification)	\$64,300

Application Fee for Extension of Programme Validity Period

Application Fee (per Programme)	\$18,100
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Explanatory Notes to the Fee Schedule

- (1) This Fee Schedule covers fees for accreditation services related to the QF and Institutional Reviews. Fees charged for other services offered by HKCAAVQ, such as non-QF accreditation services for accredited Hong Kong operators offering learning programmes in Mainland China, assessment and consulting services, are not covered by this fee schedule.
- (2) Fees for Four Stage Quality Assurance Process
- a. Each fee in the Four-stage Quality Assurance Process relates to accreditation of an operator or a programme at a particular QF level and at a particular stage in the Four-stage Quality Assurance Process (<https://www.hkcaavq.edu.hk/en/services/accreditation>).
 - b. The fees listed for Initial Evaluation (IE) are per operator. Operators must have valid IE status to operate accredited learning programmes. The IE level applied for will cover any lower QF level(s). For example, an operator who obtained an IE status at QF level 3 can operate learning programmes at QF levels 1 - 3.
 - c. The fees listed for Learning Programme Accreditation (LPA) and Learning Programme Re-accreditation (re-LPA) cover an accreditation exercise of a learning programme that leads to one exit award at a particular QF level. For programmes with additional delivery modes, streams/majors or exit/intermediate awards, extra accreditation fees will be charged as below.

QF Level	Per each additional delivery mode		Per each additional stream/major		Per each additional exit/intermediate award	
	LPA	re-LPA	LPA	re-LPA	LPA	re-LPA
1	\$3,990	\$3,370	\$18,680	\$15,750	\$13,340	\$11,250
2	\$3,990	\$3,370	\$18,680	\$15,750	\$13,340	\$11,250
3	\$9,740	\$8,580	\$45,440	\$40,040	\$32,460	\$28,600
4	\$24,110	\$21,730	\$112,570	\$101,390	\$80,410	\$72,420
5	\$36,270	\$32,280	\$169,260	\$150,670	\$120,900	\$107,630
6	\$36,270	\$32,280	\$169,260	\$150,670	\$120,900	\$107,630
7	\$36,270	\$32,280	\$169,260	\$150,670	\$120,900	\$107,630

- d. Programme Area Accreditation (PAA) includes two domain categories, i.e. Institutional Domain and Programme Area Domain. The fee listed is the fee for each of these domain categories at a particular QF level. If an operator is applying for PAA for the first time, both categories need to be covered.
 - e. The fee listed for Periodic Institutional Review (PIR) is per Programme Area at a particular QF level.
 - f. For Professional Diploma/Certificate programmes (or other programmes with specific professional learning outcomes) of 60 QF credits or less at QF level 5 or above, a 30% discount may be given to the relevant accreditation fee. No discount can be given if there is a need to engage non-local panel member(s) for the accreditation exercise.
 - g. A discount may be given to an operator if multiple programmes (for LPA and re-LPA) or programme areas (for PAA and PIR) are submitted together in one exercise. For programmes or programme areas to be combined effectively for accreditation, there needs to be some similarities, e.g., in terms of QF level or discipline area. HKCAAVQ reserves the right to determine if the accreditation of programmes or programme areas can be conducted as a combined exercise, where applicable, 20% discount of the accreditation fee will be given to the 3rd programme or programme area and 10% discount for the 4th programme or programme area to reflect the savings arising from the synergy created. No discount will be given to the 5th programme or programme area and onwards.
- (3) Institutional Review (IR) for Cap. 320 is an accreditation exercise for establishing evidence of an institution's competence to operate programmes at Bachelor degree level, and to assess an operator's abilities to meet the academic requirements for the purpose of registration as a Post Secondary College under the Post Secondary Colleges Ordinance (Cap. 320). The fee covers the IR only and not any programme accreditation exercises.
- (4) IR for Private University title is an accreditation exercise to determine whether an institution applying for Private University title meets the specific requirements set out in the "Institutional Review Manual for Private University Title". The fee covers the IR only.
- (5) Recognition of Prior Learning (RPL) is a mechanism under the QF to give formal recognition of the knowledge, skills and experience of people from different industries. HKCAAVQ conducts the accreditation and re-accreditation of RPL Assessment Agencies. The fee listed is the fee for accreditation or re-accreditation of the RPL Assessment Agency for a particular industry with a specified number of RPL qualifications. Extra fees

will be charged to cover the accreditation standards that need to be assessed for any Collaborating Organisations of the RPL Assessment Agency.

- (6) “Recognition of Professional Qualifications under HKQF” is a scheme to take forward the alignment of professional qualifications under the QF. The fee listed is charged for the accreditation or re-accreditation of Assessment Agency for Professional Qualifications (AAPQ) at a particular QF level. For any qualifications issued by the AAPQ to be included in the accreditation scope of the AAPQ, referencing of the qualifications to QF levels is needed before the accreditation. If additional qualifications of the same or below the QF level of its existing qualifications are to be included after the accreditation, a focused review on the AAPQ will be needed and one-third of the accreditation fee will be charged. If the additional qualifications to be included are above the QF level of its existing qualifications, the AAPQ will need to undertake a new accreditation.
- (7) An operator that wishes to seek an extension of validity period for a programme is required to submit an application for extension of validity period and provide the rationale and evidence to support the request for extension to HKCAAVQ. The Policy on Extension of Validity Period is available on the HKCAAVQ website: <https://www.hkcaavq.edu.hk/en/services/policies>.
- (8) A fee is charged for HKCAAVQ’s processing of application for substantial change to accreditation status (*Guidance Notes on Substantial Change to Accreditation Status*). The fee will be calculated based on the cost and number of accreditation standards to be assessed, with reference to the fee charged for a regular exercise at a particular QF level. HKCAAVQ reserves the right to determine the number of accreditation standards to be assessed.
- (9) All fees paid are non-refundable after the commencement of the site visit for any accreditation exercise. In the case of withdrawal or termination of an accreditation exercise as per the terms and conditions specified in the service agreement before the commencement of the site visit, a refund will be made of any excess amount after deducting all costs and administrative expenses calculated according to the completed stage of the accreditation process, such as formation of panel, preparation of initial comments, meeting of the panel, prior to the written notice of such withdrawal or termination. In the event that the fees paid are insufficient to cover such costs and expenses, the balance will be charged.
- (10) The fee schedule is subject to annual review.
- (11) The EDB has introduced the “*Designated Support Schemes for QF*” following the establishment of the QF Fund on 1 September 2014 to support quality assurance of programmes offered by education and training providers, and to encourage registration of the qualifications into the QR:

- a. The “*Accreditation Grant Scheme for Self-financing Programmes*” provides rebates of between 35% to 100% of the fees for accreditation exercises, including Initial Evaluation, Institutional Review, Learning Programme Accreditation and Learning Programme Re-accreditation.
 - b. The “*Accreditation Grant Scheme for Programme Area Accreditation*” provides rebates of between 35% to 70% of the fees for Programme Area Accreditation and Periodic Institutional Review.
 - c. The “*Specification of Competency Standards (SCS)-based/ Specification of Generic (Foundation) Competencies (SGC)-based Courses Development Grant Scheme*” provides subsidies of between \$20,000 to \$50,000 per course for newly developed SCS-based/SGC-based courses with class started.
 - d. The “*Recognition of Prior Learning (RPL) Support Scheme*” provides 100% subsidy of the accreditation/re-accreditation fees for Assessment Agencies and Collaborating Organisations.
 - e. The “*Support Scheme for Recognition of Professional Qualifications under HKQF*” provides subsidies of between 50% to 100% of the fees for accreditation/re-accreditation of Assessment Agency for Professional Qualifications.
 - f. The “*Qualifications Register Subsidy Scheme*” covers the fees for registering and hosting qualifications and their associated programmes in the QR.
- (12) More information about the funding schemes is available on the HKQF website <https://www.hkqf.gov.hk/en/support/dss/index.html>.
- (13) Operators whose qualifications have been successfully accredited by HKCAAVQ through the Four-stage Quality Assurance Process can enter their qualifications into the QR which is the public face of the QF. Information about the fees that apply to enter qualifications into the QR is available via <https://www.hkqr.gov.hk>.