**FEE STRUCTURE EFFECTIVE JANUARY 1, 2020**

**PLEASE READ ALL OF THE DETAIL CAREFULLY**

**Eligibility Application Fee:**  Unchanged  
$130.00

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**Certification Examination Registration Fee:**

Anyone who applies for Eligibility prior to 12/31/2019 will pay for their first exam registration fee the existing Registration Fee of **$**435.00 for two (2) administrations of the exam

For anyone applying for Eligibility after January 1, 2020 or a second registration for the exam after January 1, 2020 applicants will pay an Exam Registration Fee of **$490.00** for two (2) administrations of the exam

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**Certification Application Fee:**Unchanged  
$115.00

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**Multiple Certification Applications Discount:** Unchanged

Individuals applying for ACVREP Certification in multiple disciplines (CLVT, COMS, and/or CVRT) will be given a discount on the Certification Application Fee for each additional certificate, after paying the full Certification Application Fee for the first certificate. The Certification Application Fee for each additional certificate is **$60.00**. This discount does not apply to the Eligibility Application Fee, the Certification Examination Registration Fee and/or the Expedited Approval of Certification Fee.

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**Expedited Approval of Certification Fee:**  
$50.00

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**Recertification Application Fees for COMS, CVRT, CLVT who recertify every 5 years:**

For any Certificant whose expiry is 3/31/2020 or thereafter regardless of early application for recertification: **Recertification Application Fee: $375.00**

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**Recertification Application Fee of additional certifications at the same time:**  
**$300.00**

After paying the full Recertification Application Fee for the first certificate. The Recertification Application Fee for each additional recertification by points application submitted within 48 hours of the first recertification is **$300.00**.

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**Recertification Application Fees for CATIS who recertify every 2 years:**

For any Certificant whose expiry is 3/31/2020 or thereafter regardless of early recertification the **Recertification Application Fee**: **$150.00**

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**Recertification by Exam Fee:**

$**350.00** for the first take of the exam.

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**Late Fees:**  Unchanged

A late fee of **$**75 will be charged if the recertification application is not submitted online before 11:59 PM Eastern time on the 1st day of the month in which your certification expires, for example, by March 1 for March 31 expiry. There are no exceptions. The late fee is automatically charged.

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**Miscellaneous Fees:**

**Certificate Replacement Fee:**  
$25.00

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**Certification Handbook [if requested by ground mail]:**  
$20.00

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**Non-sufficient funds (NSF) policy**  
A fee of $25.00 will be charged for any echeck returned due to NSF. Fees must then be paid by credit card online or by money order or cashier check mailed to our office. All fees must be paid in full before any further ACVREP service will be rendered.

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**Refund policy: All fees and charges, once paid, are non-refundable.**