



**Cost Schedule for Consulting Services
January 1, 2017**

Note: The fees listed in this schedule are subject to change without notice. Fee amounts for consulting services are not final until a services agreement has been signed by both the institution and the Foundation.

Basic onsite services

Two days mock visit, per program (does not include travel expenses).....\$2,700 USD

Includes review of one program regarding readiness for an accreditation evaluation by an ABET commission. Services include reviewing relevant materials submitted before the visit, investigation and observation of facts, during the visit, relevant to appropriate ABET criteria, policies, and procedures, and providing a report detailing potential issues and recommendations of actions to improve the preparation of the program for review by an ABET commission.

Each additional day for mock visit, per program.....\$1,350 USD

For mock visits with four or more consultants, additional fee for one of the consultants to serve as team coordinator, per visit.....\$500 USD

Reviewing Self-Study Report or other documents following onsite services.....\$750 USD

One day visit, per program (does not include travel expenses).....\$2,100 USD

Two-day workshop.....\$3,000 USD

Additional fee for 8 to 16 hours of one way travel, per consultant, per entire trip.....\$550 USD

Additional fee for 16 or more hours of one way travel, per consultant, per entire trip
.....\$1,100 USD

For medical and security insurance to destinations outside U.S., per consultant.....\$325 USD

Expenses for visas, air fare, rental vehicle, hotel, and meals.....At Cost
Segments of air travel within the continental United States, Canada, Mexico, and Caribbean Island destinations will normally be upgradable economy fare and will include fees for checked or carry-on luggage, for early automatic check-in, and for assigned seats. Segments of air travel outside the above locations to all other destinations will normally be business class. This policy acknowledges atypical situations can arise necessitating different travel arrangements. Hotel accommodations are to be good quality, normally “four star” or better with high speed internet access. As a general guide, consultants are allowed a maximum of \$120 USD per day for meals.

Travel arrangements are to be determined by mutual agreement between the consultant(s) and the institution. If desired, the institution may provide tickets for transportation and may pay directly for hotel accommodations and meals while onsite.

The Foundation will invoice the institution for travel expenses not paid directly by the institution.

Review services without an onsite visit

Review of draft Self Study Report.....\$1,500 USD

Expenses, i.e. shipping, telecommunications, etc.At Cost

Program and / or curriculum development consultation and other non-standard services

The Foundation can provide consultants experienced in developing new programs and / or curriculums.

Fees for those services, not including travel expenses, are negotiable with \$850 minimum.