

**Private School Licensure Fee Schedule**  
**Based on 2008 Guidelines for Policy to Obtain a License**

License Fee (Two-year)

Degree Granting:

½ of 1% of annual gross income for Alabama Students  
not less than \$2,500,  
not to exceed \$15,000

Non-Degree Granting:

½ of 1% of annual gross income for Alabama Students  
not less than \$1,250  
not to exceed \$15,000

Initial Application Fee	\$25
Change in Location or Instructional Site	\$60
Change in Programs	\$100
Re-issuance of License for Program Name	
Change or Institution Name Change	\$30
Initial and Renewal Agent Permit	\$50
Re-Issuance of Agent Permit	\$10
Transcript Request Fee	\$10

- Fees are due at the time of application or request; provide gross tuition documentation
- Fees are nonrefundable
- Fees should be made payable to the “Alabama Department of Postsecondary Education”
- Fees are used solely for the Private School License Division
- The ADPE reserves the right to adjust fees based on the consumer price index or other appropriate indicator.
- No personal checks accepted; please send business check or money order