

MFHEA COMMUNICATION
MFHEA/08/2023

Title: Updated Fee Structure for Provider Accreditation (Licensing)
From: Head Accreditation, Validation and Quality Assurance, MFHEA
Date: 28/12/2023

The MFHEA would like to notify providers and prospective applicants that an updated fee structure for Provider Accreditation (Licensing) shall be applicable as from 1st January 2024.

The fee structure for all license categories is outlined below.

Malta Further and Higher Education Authority (MFHEA)

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Fee Structure for Provider Accreditation (Licensing)

(A) University	Application Fee: €700	
	and	
	Administrative Fee: €10,000	
	and	
	Review Process Fee:	
	<p>This fee includes the full costs for a two-day accreditation visit and the review process until completion. This fee also covers the cost of a three-member peer review panel. In the case of online/blended provision, a fourth panel member will be appointed.</p> <p>The accreditation visit consists of a minimum of two days. If, during the process, it is determined that additional days are required, the applicant will be informed accordingly, and an additional fee will apply.</p>	<p>€4,300</p> <p>In case of online/blended provision, an additional cost of €1,400 applies.</p>
and		
Additional Fees (if applicable):		
If additional days are required for the accreditation visit.	Cost per day:	€2,150
		In the case of online/blended provision, an additional cost of €700 applies per day.
Per diem fees for international peer reviewer.		€205 ¹
Flight expenses		As per flight tickets
Interpreter/translator		As per service provided
(B) Further and Higher Education Institution	Application Fee: €700	
	and	
	Administrative Fee: €3,000	
	and	

¹ This rate is based on the Per Diem Allowance for Overseas Duty Travel as issued by the Ministry of Finance for travelling to Malta. If the reviewer would need to travel to countries other than Malta, the per Diem Rates will be calculated as per the per diem rates specified in the following link: [PerDiemRates_a.xlsx \(gov.mt\)](#).

	<p>Review Process Fee:</p> <table border="1" data-bbox="456 255 1493 676"> <tr> <td data-bbox="456 255 1086 452"> <p>This fee includes the full costs for a one-day accreditation visit and the review process until completion. This fee also covers the cost of a three-member peer review panel. In the case of online/blended provision, a fourth panel member will be appointed.</p> </td> <td data-bbox="1086 255 1493 452" style="text-align: center;"> <p>€2,150</p> </td> </tr> <tr> <td data-bbox="456 452 1086 676"> <p>This fee is calculated on a one-day accreditation visit. If, during the process, it is determined that additional days are required, the applicant will be informed accordingly, and an additional fee will apply.</p> </td> <td data-bbox="1086 452 1493 676"> <p>In the case of online/blended provision, an additional cost of €700 applies.</p> </td> </tr> </table> <p style="text-align: center;">and</p> <p>Additional Fees (if applicable):</p> <table border="1" data-bbox="456 896 1493 1326"> <tr> <td data-bbox="456 896 1086 1133"> <p>If additional days are required for the accreditation visit.</p> </td> <td data-bbox="1086 896 1493 1133"> <p>Cost per day: €2,150</p> <p>In the case of online/blended provision, an additional cost of €700 applies per day.</p> </td> </tr> <tr> <td data-bbox="456 1133 1086 1249"> <p>Per diem fees for international peer reviewer.</p> </td> <td data-bbox="1086 1133 1493 1249" style="text-align: center;"> <p>€205²</p> </td> </tr> <tr> <td data-bbox="456 1249 1086 1288"> <p>Flight expenses</p> </td> <td data-bbox="1086 1249 1493 1288"> <p>As per flight tickets</p> </td> </tr> <tr> <td data-bbox="456 1288 1086 1326"> <p>Interpreter/translator</p> </td> <td data-bbox="1086 1288 1493 1326"> <p>As per service provided</p> </td> </tr> </table>	<p>This fee includes the full costs for a one-day accreditation visit and the review process until completion. This fee also covers the cost of a three-member peer review panel. In the case of online/blended provision, a fourth panel member will be appointed.</p>	<p>€2,150</p>	<p>This fee is calculated on a one-day accreditation visit. If, during the process, it is determined that additional days are required, the applicant will be informed accordingly, and an additional fee will apply.</p>	<p>In the case of online/blended provision, an additional cost of €700 applies.</p>	<p>If additional days are required for the accreditation visit.</p>	<p>Cost per day: €2,150</p> <p>In the case of online/blended provision, an additional cost of €700 applies per day.</p>	<p>Per diem fees for international peer reviewer.</p>	<p>€205²</p>	<p>Flight expenses</p>	<p>As per flight tickets</p>	<p>Interpreter/translator</p>	<p>As per service provided</p>
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<p>(C) Higher Education Institution</p>	<p>Application Fee: €700</p> <p style="text-align: center;">and</p> <p>Administrative fee: €2,000</p> <p style="text-align: center;">and</p> <p>Review Process Cost:</p>												

² This rate is based on the Per Diem Allowance for Overseas Duty Travel as issued by the Ministry of Finance for travelling to Malta. If the reviewer would need to travel to countries other than Malta, the per Diem Rates will be calculated as per the per diem rates specified in the following link: [PerDiemRates_a.xlsx \(gov.mt\)](#).

	<p>This fee includes the full costs for a one-day accreditation visit and the review process until completion. This fee also covers the cost of a three-member peer review panel. In the case of online/blended provision, a fourth panel member will be appointed.</p> <p>This fee is calculated on a one-day accreditation visit. If, during the process, it is determined that additional days are required, the applicant will be informed accordingly, and an additional fee will apply.</p>	<p>€2,150</p> <p>In the case of online/blended provision, an additional cost of €700 applies.</p>
	and	
	Additional Costs (if applicable):	
	If additional days are required for the accreditation visit.	<p>Cost per day:</p> <p>€2,150</p> <p>In the case of online/blended provision, an additional cost of €700 applies per day.</p>
	Per diem fees for international peer reviewer.	€205 ³
	Flight expenses	As per flight tickets
	Interpreter/translator	As per service provided
(D) Further Education Institution	Administrative Fee: €1,000	
(E) Further Education Centre	Administrative Fee: €600	
(F) Tuition Centre	Administrative Fee: €500	

³ This rate is based on the Per Diem Allowance for Overseas Duty Travel as issued by the Ministry of Finance for travelling to Malta. If the reviewer would need to travel to countries other than Malta, the per Diem Rates will be calculated as per the per diem rates specified in the following link: [PerDiemRates_a.xlsx \(gov.mt\)](#).

Kindly note that:

The fee structure will be effective as **from 1st January 2024**.

- 1) The Application Fee for **(A), (B) and (C)** covers the costs for the execution of financial due diligence as part of the Provider Accreditation (Licensing) Application Form (Part A).
- 2) The Application Fee for **(A), (B) and (C)** is to be paid upon submission of the Provider Accreditation (Licensing) Application Form (Part A). An invoice covering the Application Fee for **(A), (B) and (C)** will be sent to the applicant. The process will only start upon confirmation of payment of the amount due. Through this process, the MFHEA will determine if the eligibility conditions are fulfilled. If approved, the process for accreditation/licensing can be initiated.
- 3) The invoice for the Administrative Fee and the Review Process Fee for **(A), (B) and (C)** will only be issued following successfully completion of Provider Accreditation (Licensing) Application Form (Part A) and submission of the documentation as requested by the MFHEA in the initial letter, in accordance with the timeframe provided, for the initiation of Provider Accreditation (Licensing) - Part B.
- 4) The process of Provider Accreditation (Licensing) - Part B for **(A), (B) and (C)** will only start upon confirmation of payment of the amount due covering the Administrative Fee and the Review Process Fee.
- 5) The Review Process Fee for **(A), (B) and (C)**: This fee includes costs of a three-member peer review panel. In the case of online/blended provision, a fourth peer reviewer will be appointed. The fourth peer reviewer will not be appointed when applicants intend to offer only a foreign accredited programme/s with online provision.
- 6) The Additional Fee for **(A), (B) and (C)**: These costs will be invoiced to the applicant at the conclusion of the process by the MFHEA. The accreditation decision will only be communicated once all fees due have been received.
- 7) The Administrative Fee for **(D), (E) and (F)** is to be paid in advance. Following the submission of the application, the MFHEA will issue an invoice. The process will start only upon confirmation of payment of the amount due.
- 8) If, at any point in the application process, the requested documents, amendments, or clarifications are not provided by the applicant for a period of three months, then the application will be considered withdrawn, and the applicant will need to submit a new application.
- 9) Fees paid are non-refundable.

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