



Reminders for Payments

If your institution requires an invoice, please be sure to submit early and communicate this request to your Regulatory Specialist so that fees are calculated correctly first.

GNPEC's online payment portal does not accept telecheck payments. Credit cards are the only acceptable form of payment if choosing to pay online. Please note that there is a 3.25% service fee charge when using the online payment option.

All Authorization Fee and TGTF Fee payments must be received by your institution's Application/Fees due date (which is 60 days before your institution's expiration date) in order to avoid late fee penalties.

Reminders for Renewals

Timely Renewal of Authorization:

Please be reminded that a complete Renewal of Authorization Application and applicable fees are due at least 60 days prior to your institution's authorization expiration date.

Submission of application and fee(s) after the due date but prior to 30 days before expiration will be assessed a

Online Payment Information

When making payments online, please be sure to enter your institution/school's name in the Institution Name box. Additionally, please enter your institution's name as it is written in EDvera (rather than an authorized user's name or the parent company's name). This will ensure that our office is able to credit the correct account/institution for the payments received.

Institution Name \*

[Input field for Institution Name]

Select the type of fee to pay

- TGTF Fee
TGTF Late Fee
GA-SARA <2,500 FTE Students
GA-SARA 2500-9999 - FTE Students
GA-SARA 10,000-29,999- FTE Students
GA SARA 30,000 or more - FTE Students
Application Evaluation Fee
Renewal Application Evaluation Late Fee
Degree Elevation Fee
Site Visit Fee or Missed Site Visit Fee
Change of Ownership Fee
Authorization Fee
Authorization Late Fee
Program Evaluation Fee
Financial Viability Assessment (FVA)
Other Exemption Application Fee
Initial Religious Application Fee
Religious Renewal Application Fee
Document Fee

If your institution is required to pay a late fee, there are now separate fee type designations for those payments on the online payment portal.

Upcoming Events

Renewal Applicant Training (Virtual) - Aug. 12 from 10:00-11:30 AM

Renewal Applicant Training (Virtual) - Sept. 9 from 10:00-11:30 AM

Institution Town Hall (In-person) - Oct. 1 from 1:00-2:30 PM at 2082 East Exchange Place, Tucker, GA 30084 US

School Spotlight

Have a success story you would like to share?

GNPEC is interested in learning about and showcasing our institutions' accomplishments at quarterly Commission meetings. If your organization, students, or graduates have received accolades or other recognitions, please share them with GNPEC. We would love to hear about the impactful ways our institutions are serving Georgia! Complete our School Spotlight form here.

25% late fee on the Authorization and TGTF Fees, if applicable.

Submission of application and fee(s) within 30 days of the expiration will be assessed a 50% late fee on the Authorization and TGTF Fees, if applicable.

Automatic revocation of authorization will result if the Renewal of Authorization

Application and all applicable fees are not received by the expiration date. Should the institution seek to regain authorization, it must apply as a new institution (Initial Authorization Application) including being subject to all appropriate fees and bonding requirements.

## *EDvera Updates*

We're excited to announce that EDvera will be introducing updates to the dashboard navigation, designed to improve your overall user experience. These enhancements are scheduled to go live in August.

## Minimum Standard of the Month

The Minimum Standards provide specific criteria for compliance with the standards set forth in Georgia law. These standards are applied equally to all institutions authorized by GNPEC or seeking to get authorized by GNPEC.

Minimum Standard 14 contains guidelines for institutions' complaint policies.

### Standard 14: Complaint Policy

Statutory Authority: O.C.G.A. §§ 20-3-250.5(b)(2); 20-3-250.6(a)(14)

1. Complaint procedure must include the following:
  - Steps for filing a complaint:
    - Submission requirements;
    - Institutional review process, including response times; and
    - Notification of right to appeal final institutional decision to GNPEC.
      - GNPEC contact information, including agency name, phone number, and website link for the complaint form, must be provided.
2. Complaint procedure must be provided as part of the catalog and enrollment agreement.
  - If the institution has a website, the current catalog, with the complaint procedure, must be posted.
3. For institutions with physical facilities for students, the complaint procedure must be posted prominently in a public place where students congregate (i.e., student break room).