



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 *

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.

Student Outcome Data Reporting

GNPEC has established and monitoring benchmarks for student outcome and job placement data for unaccredited institutions.

- Graduation Rate: 50% of enrolled students
- Job Placement within the Field of Study: 60% of graduates

Additionally, as of July 1, 2025, as part of the Renewal of Authorization application, unaccredited institutions are now required to provide student contact information corresponding to the student outcome data provided via the Student List Template. This information must include the student contact information and placement status of all **graduates** as part of the renewal application.

The Student List Template attachment can be found on Tab 3 of the Renewal of Authorization Application and the information provided should coincide with the data provided on the Student Outcome Data Report.

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.

The Student Outcome Data Report should reflect the most recently completed fiscal year as reported on Tab 6.

Program	Number of Students Enrolled During the Reporting Period (B)	Number of Students Withdrawing During the Reporting Period (C)	Number of Students Continuing to be Enrolled into the Next Reporting Period (D)	Number of Students who have Graduated During the Reporting Period (E)	Number of Grads Employed in O for which Train Received (F)
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Download and electronically complete the [Student List Template](#) to submit the document, attach it below.

No supporting documents.

As a reminder, institutions are required to publish the previous year's enrollment figures, graduation rates, and job placement data in their Catalog annually.

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](#).

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).