



New Hampshire

# Department of Education

## Career Schools Fee Waiver Notice

In order to assist New Hampshire career schools in recovering from the COVID-19 pandemic and resume education activities, the New Hampshire Department of Education will waive certain fees through the Office of Career School Counseling for twelve months, from July 1, 2020 to June 30, 2021.

The waived fees include the highlighted items on the table below: Initial Licensing, Annual Renewal Licensure Fee, New Course(s), New Program(s), and Closed School Transcripts.

**Table 304-1 Career School Licensing Fee Schedule**

Action	Fees
Initial Licensing	\$1,000 (waived)
Annual Renewal Licensure Fee, based on annual gross tuition – (AGT)	
\$75,000 or less	\$450 (waived)
\$75,001 or more	.006 of AGT (waived)
New Course(s)	\$75 per course/\$750 max (waived)
New Program(s)	\$750/\$75 per course, whichever is less (waived)
Governance - Acquisition, Merger, Transfer, Or Sale Of Assets	\$650
School Closure	\$250
Closed School Transcripts	
Transcript request fee per transcript	\$20 (waived)
Stipends	
External consultant review	\$500 per day plus expenses

Please note for the fee of School Closure, per Hedc 304.06 (c): *In the event of a financial hardship beyond the school's control, upon receipt of a hardship request in writing, closure fees shall be waived upon verification by the director of said hardship. Such determination shall be made within 30 days of the receipt of the written request.*

By waiving these fees, the Department hopes to remove some of the burden on our licensed and future licensed Career Schools and to promote recovery and growth.

If you have any questions, please contact Katelyn Komisarek at (603) 271-6443 or by email [Katelyn.Komisarek@doe.nh.gov](mailto:Katelyn.Komisarek@doe.nh.gov).