



DESCRIPTION OF HAGUE ACCREDITATION/APPROVAL FEES

Application Fee

There is a non-refundable application fee that must be submitted with the completed application.

Accreditation/Approval Fee

There is a non-refundable accreditation/approval fee specified in the Accreditation/Approval Agreement. The applicant can either pay the entire accreditation/approval fee at the time the agreement is signed or can pay at least fifty percent (50%) at the time the agreement is signed with the balance due sixty (60) days from the date the agreement is signed.

COA calculates the accreditation/approval fee using a sliding scale based on the applicant's current annual budgeted Hague Convention adoption program revenue. COA will consider deducting a portion of pass through fee revenue from the budgeted program revenue with appropriate documentation. The budgeted revenue reflects the relative size of the program, the number of adoptions the agency/person expects to process, as well as geographic location, and thus represents the scope of the intercountry adoption services provided.

Site Visit Costs

COA calculates the site visit fee using a flat rate based on the number of evaluators and the duration of the site visit. The number of evaluators and duration of the site visit is based on the scope of the adoption service provider's operations. The site visit fee covers all costs and expenses associated with the site visit, including travel, hotel, meals, and incidentals. If the actual costs of the site visit exceed the flat rate by more than 10%, the fee charged to the provider will be comprised of the flat rate and the difference. COA has the discretion to charge a fee in connection with a request to reschedule the site visit or because the self-study lacks necessary content. In addition, the applicant will pay all costs associated with rebooking travel arrangements. COA will invoice an adoption service provider for site visit expenses 30 days after the completion of the site visit.

Maintenance of Accreditation Fee

There is an annual monitoring and oversight fee for accredited/approved providers. COA will invoice the adoption service provider after it achieves its initial accreditation/approval and annually thereafter.

Additional Service Review Fee

There is an additional service review fee for accredited/approved providers seeking accreditation/approval for an additional category of service they were not previously reviewed for and would like to provide.

Collection of Unpaid Fees

Accreditation/approval will not be granted unless and until all fees are paid in full. If an applicant withdraws an application or an accredited/approved provider discontinues or loses its accreditation/approval status, the adoption service provider is responsible to pay all remaining balances at the time of the withdrawal/ change.

Refund Policy

All fees are non-refundable. No portion of fees will be refunded for any reason.

Schedule of Fees

COA's Hague Accreditation and Approval Schedule of Fees is available online at www.coanet.org.

For more information regarding fees, please contact Joseph Seoane, Director of Client Relations, at jseoane@coanet.org or 866-262-8088, ext. 263.