



HAGUE ACCREDITATION AND APPROVAL FEE SCHEDULE FAQ'S

Question: **Is the accreditation or approval fee paid now or after an adoption service provider meets the requirements for being accredited?**

Answer: The only fee required with the application is the \$675 application fee. The amount of the application fee received will be credited towards the accreditation or approval fee if the applicant completes that application process and seeks accreditation or approval. After your application is accepted, you will be asked to sign an Accreditation Agreement, which serves as the contract between the applicant and COA. The Accreditation Agreement includes a schedule for payment of the accreditation or approval fees.

Question: **Do I include pass through funds when calculating the total budgeted revenue for the Hague intercountry adoption program?**

Answer: All fees and expenses paid to a foreign entity are considered part of the costs of doing business in that country. Many adoption service providers have chosen to charge prospective adoptive parents fees for required contributions and for services that are not provided directly by it. These fees are commonly referred to as "pass through funds." COA supports the practice of collecting "pass through funds" as one that affords appropriate protection to prospective adoptive parents.

Accordingly, providers who employ this practice can deduct 75% of *documented* pass through revenues from consideration of the total budgeted revenue. COA reserves the right to request such additional information as it deems necessary to substantiate this deduction. If you would like to deduct 75% of pass through revenues, please select the category on the application form that indicates your total budgeted revenue for the Hague intercountry adoption program, and include a note in the box provided for additional information at the end of the application form indicating your request to exclude a specific amount of pass through revenues.