

# IPMA Australia MA REG Fees Policy

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## Owner and Author of the Document

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## Introduction

This Policy covers the fees for the assessment of training/education organisations/independent professional who wish to become a partner of the IPMA Education & Training System (IPMA REG).

The purpose of the policy is to outline:

- The fee structure for initial assessment and registration to become a Partner of the IPMA Education & Training System (IPMA REG)
- The fee structure for re-registration to remain a Partner of the IPMA Education & Training System (IPMA REG).

## Initial Application Fees

The cost for an initial application of assessment is \$3000.

## Re-registration Fees

Re-registration and the fees associated, are required on an annual basis, even if no changes to the course/programme are made.

### 1<sup>st</sup> year re-registration

- Incremental/No Changes Route - \$2800
- Minor Changes Route - \$2900
- Significant Changes Route - \$3000

### 2<sup>nd</sup> year re-registration

- Incremental/No Changes Route - \$2600
- Minor Changes Route - \$2700
- Significant Changes Route - \$3000

## Re-registration after 3 years

After a period of 3 years REG Partners are required to submit their course/programme through the original registration process, this is to ensure that the course/programme remains aligned with current trends in the project management field and meets the requirements of IPMA REG.

The cost of re-registration after 3 years will be \$3000.

Route	Description	Fee (AUD)
<b>Incremental/No Changes</b>	Minor annual updates, e.g. course description or literature updates	\$2,800 (Year 1) / \$2,600 (Year 2)
<b>Minor Changes</b>	Updates to course materials or teaching staff	\$2,900 (Year 1) / \$2,700 (Year 2)
<b>Significant Changes</b>	Major updates to course content, format, or title	\$3,000 (all years)

<b>Re-registration after 3 years</b>	Full reassessment to ensure ongoing alignment with IPMA requirements	\$3,000
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## Minor Changes/Significant Changes prior to annual re-registration

If the education/training organisation or independent professional make minor or significant changes prior to the annual re-registration, the following fees will apply:

- Minor Changes - \$2900
- Significant Changes - \$3000

The annual re-registration requirement date will then change to the approval date of when the minor/significant changes were approved.

## Re-registration Timelines

It remains the REG Partners' responsibility to re-register in time within 30 days of REG Partner expiry. The National REG Director will normally contact each REG Partner to instigate re-registration.

The REG Partner will have 30 days to submit their re-registration application. If the timeline is not adhered to, the applicant will need to re-submit a full initial application which may be subject to initial application fees.

IPMA-Australia will consider mitigating circumstances where timescales have been missed by the REG Partner where supporting evidence can be provided to the National REG Director.

## Appeals

The applicant has the right to appeal the decision of the Member Association, see also IPMA-Australia-MA-Appeals-Policy for more information.

The cost of an appeal will be \$300.

If the appeal is upheld, the fee will be refunded.

## Payment Terms

All fees will be invoiced after the receipt of an application form, payment terms are 30 days. Assessment will not commence until full receipt of payment.

*This document should be read in conjunction with the IPMA-Australia MA REG Applicant Guide, Appeals Policy, and Complaints Policy.*