

## ENQA Agency Reviews – Financial Issues

ENQA charges the agency a fee to meet the full costs of the review. This includes costs which cover expert fees, travel and accommodation expenses, and a fee for the coordination of the review. The fee also includes the costs of the voluntary progress visit to the agency by two panel members approximately two years after the completion of the review process.

The amount of the fee is stated in the review contract between ENQA and each panel member. The expert fees and ENQA administrative overhead are determined by the ENQA Board; travel and accommodation expenses are charged at cost. The approximate total of the whole review is payable by the agency to ENQA on signature of the contract. ENQA does not undertake any further preparations for the review until the payment has been received.

Information about current fees for ENQA-coordinated reviews is available [here](#).

Fee of the chair	4,500 EUR
Fee of the secretary	4,500 EUR
Fee of the two other panel members	4,000 EUR (2,000 EUR each)
Fee of two panel members for progress visit	1,000 EUR (500 EUR each)
Administrative and coordination costs of the ENQA Secretariat	7,000 EUR
Experts Training fund	1,400 EUR
Approximate travel and subsistence expenses	6,000 EUR
Approximate travel and subsistence expenses progress visit	1,600 EUR
<b>Approximate total</b>	<b>30,000 EUR</b>

**NB.** The travel costs (both for the actual site visit as well as for the voluntary progress visit) will be paid as real costs. Should the travel costs remain under the provision, the agency will be reimbursed the difference. Should the travel costs be above the provision, the agency shall pay the difference to ENQA. In the case of the progress visit not taking place, the travel costs reserved for this purpose will be reimbursed to the agency. The expert fee provision is, however, non-reimbursable.

In the event of a second, short site visit aimed at completing the assessment of compliance, an additional fee of €500 per expert is recoverable from the agency to compensate the additional work, as well as all travel and subsistence costs.