WVU Health Sciences Office of Continuing Education
<u>Non-Coordinated</u> Conference
Fees – PROPOSED

Administrative Fees

Joint Sponsor: organization outside the WVU Schools of Dentistry, Medicine, Nursing, or participating Professional Programs
Department: The entity seeking credit for the activity.

CE Credit Only Conferences (one type of credit)

	FEE
Conferences designed solely for an internal audience	$300
Coordinated by a department liaison	$500
Coordinated by a department liaison and joint sponsored	$600
Coordinated by a WVU Medicine Joint Sponsor (Non-Morgantown)	$750
Coordinated by a non-profit joint sponsor (must still have a WVU connection on Planning Committee)	$1200
Coordinated by a for-profit joint sponsor (must still have a WVU connection on Planning Committee)	$1500
Cancellation Fee – once approval is provided but prior to conference date	$200
Repeating Fee per session for duplicate content / sessions	$30

Additional Fees

"Additional" credit each (cme, nursing, dentistry, etc) each to process applications	$150
MOC / ABS / ABIM, etc, PARS processing Fees	$150 per activity + $5 per attendee

Optional Services (included in Full Service, but available for other activities)

Registration: $25 *per person*

Registrations; confirmation letters; payments; deposits, registration lists, status updates, sign-in sheets, walk-ins, no-shows, provide final registration lists. Does not include working the registration desk.

Targeted E-Mail Blast: (Utilizing WVU HSC Office of CE template) $200 minimum
Following receipt of a database request form, an email blast and list will be generated   *per request*
based on the specific specialties and professions selected.

Credit and Recording Fees

< 10 hours - $10 per person requesting credit	**11-20 hours** - $20 per person requesting credit
21-30 hours - $30 per person requesting credit	**31-40 hours** - $40 per person requesting credit, etc.