

Annex 4 Schedule of fees

The accreditation process is financed by fees charged for accreditation and certification. For individuals and institutions from countries with low income, a reduction of the accreditation costs may be possible after presentation of the financial circumstances.

If the office has delegated parts or all of the accreditation process to a national association for an anthroposophic body therapy, the costs will be charged and collected by this institution.

In principle, two auditors should process the documents and exchange information. The on-site audit can be conducted by one auditor if:

- it is a matter of re-accreditation.
- or if no essential questions arise from the processing of the documents

Educational institutions should be visited by two auditors in the case of an initial accreditation:

One subject auditor and one procedural auditor.

The period of an accreditation is five years.

The application for re-accreditation is submitted three months before expiry.

Approximate time spent in hours:

I. Processing of the documents per auditor 2 - 6 hours	= 4 - 12 hours
II. Discussion of results per auditor 1 hour	= 2 hours
III. Follow-up per auditor 1- 2 hours	= 2 - 4 hours
IV. Audit report and feedback process	= 2 – 4 hours
V. The guideline rate for the on-site visit is 500,00€ / per day	

Hourly rate: 75,00€

Fees to the IAABT Office, Department IKAM - Accreditation

Flat rate for material costs: 30,00 €

Certificate: 90,00 €

Handling fee: 150,00 €

Development contribution¹: 60,00 €

In addition, there are travel and accommodation costs for the auditor's on-site visit.

¹ Among other things, costs for: Further development of auditors; translation into English, Spanish, etc.