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Reference: 14/1/1/IS/Payment of Accreditation Fees

31 July 2026

To: All Umalusi-accredited institutions

From: Umalusi

PAYMENT OF ANNUAL ACCREDITATION FEES

Umalusi has reviewed the Standard Operating Procedure (SOP) for the Implementation of the Policy and Criteria for the Quality Assurance, Accreditation and Monitoring of Independent Schools in the General and Further Education and Training Qualifications Sub-framework (GFETQSF), as well as the SOP for the Implementation of the Policy for the Quality Assurance of Private Colleges for Continuing Education and Training offering qualifications on the GFETQSF. Among other amendments, the review has resulted in a change to the payment arrangements for biennial accreditation fees, which are currently levied and payable at the beginning of every second year following accreditation.

Following the review of the SOPs, the payment of accreditation fees will be administered annually, with effect from the beginning of the 2027/28 financial year (FY). The amount previously levied biennially will be halved and charged annually. Umalusi's financial year commences on 1 April and ends on 31 March each year. This amendment is intended to improve the management and administration of accreditation fees, particularly in view of the increasing number of educational institutions accredited by Umalusi and the varying accreditation dates of institutions, as the current payment cycle is aligned with each institution's accreditation anniversary date.

With effect from the beginning of the 2027/28 FY, all institutions accredited by Umalusi will be required to pay the annual accreditation fee between 1 and 30 April each year. Invoices will be issued to all institutions no later than 31 March each year. Failure to pay the invoice by 30 April each year will constitute non-compliance and may result in the issuing of a notice of intention to withdraw accreditation, the imposition of penalties, or interest charges, depending on the merits of each case. Institutions are therefore required to follow up with Umalusi after 31 March if they have not received an invoice. Umalusi is aware that changes to institutional contact details may result in the non-delivery of invoices. However, the non-receipt of an invoice will not be accepted as a valid reason for non-payment of the annual accreditation fee by 30 April if the institution has not made reasonable efforts to follow up with Umalusi after 31 March.

The implementation of this amendment will be phased in as follows:

a) Institutions whose two-year payment period ends on or before 31 December 2026, following the circulation of this notice, will be required to pay a prorated portion of the biennial accreditation fee. The prorated amount will be calculated based on the remaining months between the end of the two-year period and 31 March 2027, using the approved tariffs applicable for the 2026/27 FY.

b) Institutions whose two-year payment period ends between 1 January and 31 March 2027 will be exempt from paying a prorated amount up to 31 March 2027. These institutions will commence payment of annual accreditation fees from 1 April 2027, based on the revised tariffs applicable for the 2027/28 FY.

c) Institutions whose two-year payment period ends after 31 March 2027, that is, from 1 April 2027 onwards, will commence payment of annual accreditation fees immediately after the end of their two-year payment period. The amount payable will be prorated for the remaining months up to Umalusi's financial year-end, based on the approved tariffs applicable on that date.

Please note that institutions with outstanding biennial accreditation fees are granted a grace period of 30 days from receipt of this notice to settle all historical debt. Enquiries regarding outstanding accreditation fees can be directed to Accreditation.Fees@umalusi.org.za. Failure to settle the outstanding amounts within the 30-day grace period may result in the issuing of a notice of intention to withdraw accreditation, the imposition of penalties, or interest charges, depending on the merits of each case.

Yours sincerely

Dr Mafu S Rakometsi
CHIEF EXECUTIVE OFFICER