

## **ALEP Fee Schedule**

### **Application Fees\***

Association Members: \$250  
Non-Members: \$450\*\*

\*Application fee is non-refundable.

\*\*Non-members may join at the time the application is submitted and be subject to the lower fee.

What if I do not meet the eligibility requirements to take the exam, but have paid the application fee?

1. Your application fee, less a \$150 processing fee, will be refunded ONLY if a candidate fails to meet the eligibility requirements.
2. A candidate may apply again within a three-year period and pay the current application fee less the \$150 processing fee.
3. After three years, the full fee will have to be resubmitted.

### **Examination Fees:**

First Exam: FREE (within 12 months of application approval)  
Exam re-takes: \$50 each

1. Once the ALEP application is accepted, the candidate can test once within the next 12 months at no additional charge.
2. If the candidate does not sit for the exam within 12 months from the time the application is approved, then the application becomes invalid, and a new application along with appropriate application fee(s) must be submitted.

### **Examination Rescheduling and Cancellation Fees:**

A \$25 fee will be charged if, after registering, a candidate cancels or reschedules less than two weeks before the exam date, or are a no-show for the examination. These fees apply each time a candidate reschedules or cancels.

### **Maintenance Fees:**

Association Members: \$150 annually  
Non-Members: \$235 annually

1. ALEP's that earn the designation will not be charged a maintenance fee for the year in which it was earned.
2. The CALEP certification cycle is from January 1-December 31
3. To maintain certification, the maintenance fee must be paid in full by December 31<sup>st</sup> of the preceding year.

**Renewal Fees:**

At the end of the three-year certification period, ALEP designation holders must submit a renewal application, showing the required CEU's earned each year, in accordance with the CEU policy. No additional fee is required at renewal as long as the annual maintenance fee has remained current.

**Inactive Status Reinstatement:**

Reinstatement fee:       \$250

Should a ALEP become inactive in accordance with the provisions authorized by the ALEP Commission, and then wish to become reinstated, a fee must be paid at the time of reinstatement, which will cover the renewal fee up to December 31 of the year that reinstatement is granted by the Commission.