

# Texas Workforce Commission—Career Schools and Colleges Fee Sheet

**Instructions:** Make checks payable to TWC Career Schools and Colleges. **Mail to:** Texas Workforce Commission Career Schools and Colleges—Controller, 101 East 15th Street, Austin, Texas 78778-0001. **Required:** Submit a fee sheet and a check for **each** school.

School Information			
School Number: S	School Name:		
Telephone Number:	Physical Address:		
City:	State:	ZIP Code:	
Certificate			
Type of Certificates	Amount	TWC Use	
<input type="checkbox"/> \$3,000 Large school – Original ownership or change of ownership	\$		101
<input type="checkbox"/> \$1,999 Large school – Fee for change from small to large	\$		
<input type="checkbox"/> 1st payment <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th	\$		
<input type="checkbox"/> \$1,001 Small school – Original ownership or change of ownership	\$		113
<input type="checkbox"/> 1st payment <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th	\$		
<input type="checkbox"/> Annual Renewal – Large or small school	\$		
<input type="checkbox"/> 1st payment <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th	\$		106 106 107
<input type="checkbox"/> Penalty for late renewal	\$		
Ten percent service charge for installment (on fees greater than \$1,000)	\$		
			199
Courses and Staff			
Quantity	Type of Course and/or Staff	Amount	TWC Use
<input type="text"/>	@ \$225 per program (licensed schools only)	\$	201
<input type="text"/>	@ \$35 per seminar (licensed schools only)	\$	202
<input type="text"/>	@ \$20 per Instructor Application (CSC-002I)	\$	203
<input type="text"/>	@ \$20 per Director Application (CSC-002D)	\$	204
<input type="text"/>	@ \$90 per Original Representative Registration (CSC-014)	\$	301
	@ \$45 per Representative's Renewal (CSC-014A)	\$	302
	@ \$15 per change (school name or school address)	\$	303
Other Fees			
\$150 Change in name of school	\$		108
\$150 Change in name of school owner	\$		109
\$270 Change in address of school	\$		110
\$375 Classroom facility used that is separate from the main campus	\$		111
\$600 On-site investigation conducted of substantiated complaint	\$		112
Interest penalty for late refunds	\$		200
Late reporting penalty: <input type="checkbox"/> CPE <input type="checkbox"/> Financials <input type="checkbox"/> Other	\$		300
Tuition trust account	\$		104
<b>Total enclosed with this fee sheet</b>	\$		

**TWC USE ONLY**

TWC Receipt Number \_\_\_\_\_

Date received \_\_\_\_\_

Verified by \_\_\_\_\_

Total written on check \_\_\_\_\_

Used \_\_\_\_\_ Remaining \_\_\_\_\_

Used \_\_\_\_\_ Remaining \_\_\_\_\_

Used \_\_\_\_\_ Remaining \_\_\_\_\_

Used \_\_\_\_\_ Remaining \_\_\_\_\_

Used \_\_\_\_\_ Remaining \_\_\_\_\_

Used \_\_\_\_\_ Remaining \_\_\_\_\_