

WNA CEAP IA Application Fees and Submission Deadlines *(effective January 1, 2026)*

WNA CEAP IA review fees must be paid before your application is reviewed via the link found on page 1 of the WNA CEAP IA application, or an invoice may be requested when completing the payment form. Payment by credit card is strongly preferred and is the fastest way to ensure there are no delays in the review of your application.

Please remember that payment of the review fee guarantees review of your application; it DOES NOT guarantee approval of the activity. Refunds will not be given if the activity is not approved.

	.5-1.0 CHs	1.0-6.0 CHs	6.1-12.0 CHs	12.1-18.0 CHs	18.1-24.0 CHs	24.1+ CHs
45+ days prior to activity/live date	\$140	\$175	\$225	\$275	\$325	\$375
20-44 days prior to activity/live date	\$390	\$425	\$475	\$525	\$575	\$625
10-19 days prior to activity/live date	\$540	\$575	\$625	\$675	\$725	\$775
0-9 days prior to the activity/live date	In most cases, IA applications will NOT be accepted for review when received 9 days or less prior to the activity/live date. Exceptions may be made at WNA CEAP discretion; contact Megan at the WNA office to discuss.					

Your **REVIEW FEE** is based on:

a) the total number of contact hours for the activity

Depending on the program, the total number of contact hours for the activity is sometimes greater than the number of contact hours available to each participant. The review fee paid is based on the greater number.

b) when the application is submitted for review.

Applications submitted less than 45 calendar days prior to the activity date (or live date for an enduring material) will pay the regular review fee PLUS a late fee calculated based on the submission date.

If it's determined either before or after the application is reviewed that the fee should have been greater than the actual amount paid, an invoice will be sent for the difference.