

**Continuing Medical Education
University of Illinois Chicago COM Campus**

CME Policy on Fees

CME will bill all activities for the following fees, as they relate to your activity. An invoice will be generated and emailed to the Activity Director and Activity Administrator after the Post Activity Report is submitted.

Certificate fee

If registration fee is charged:

\$15 per person will be charged for all persons requesting a CME certificate from an activity that charged a registration fee.

If no registration fee is charged:

Only non-UIC affiliated faculty will be charged \$15 per certificate that is requested.

Commercial Support fee

5% of any funds received from Commercial Supporters (i.e. Pharmaceutical, Device Manufacturers, Bio-Technology companies).

When making your grant requests please take this into consideration and reflect this in your budget.

Exhibit fee

5% of any funds received for rental of space in order for a Pharmaceutical, Device Manufacturers, or Bio-Technology company to exhibit any marketing or sales materials.

Permission for exhibitions pending review by the CME office to ensure compliance with the Standards for Commercial Support, set forth by the ACCME.

Joint-Provider fee

\$500.00 flat fee for any jointly-provided activity.

Please take these fees into consideration as you plan your activity. Also, be sure to reflect these expenses in the “Budget Details” section of your Curricular Planner and the Post Activity Report.