

Process, Timeline, & Fees

For initial training program accreditation by NIMS

Apply



- Submit an [application for initial accreditation](#)
- Application processing take up to ten (10) days
- Self-Study Kit mailed when processing is complete
- A \$1,000 application fee is due with the application

Evaluate



- Review policies and compliance documents in the Self-Study Kit
- Complete Parts Four and Five of the Kit (a self-evaluation and forms)
- Complete the Trainer and Trainee Credentialing Requirements
 - The Trainer Credentialing Requirement totals \$40 per trainer
 - The Trainee Credentialing Requirement totals \$68*
- The above items must be completed and returned to NIMS within eighteen (18) months of submitting an application

Host



- Host a NIMS Evaluation Team for a two (2) day On-Site Evaluation
- Evaluation scheduling may take up to six (6) weeks
- A \$1,500 On-Site Evaluation Fee is due prior to the visit

Accredit



- Following the On-Site Evaluation, a final decision on accreditation will be made by NIMS
- Final decision typically delivered 1-3 weeks following the On-Site Evaluation^

*Trainee Credentialing Requirement may be skipped if at least one trainee has already taken a NIMS test.

^NIMS assesses an annual \$250 Maintenance Fee on the 1st, 2nd, 3rd, and 4th anniversary of accreditation