

JUNE 2024

Approved Registration Bodies

Licence Fees 2024 - 2025

The [Child Care \(Fees\) Regulations 2023](#) sets out fees prescribed for under the [Child Care Act 2001](#). Fees are collected by the Department for Education, Children and Young People (DECYP) for:

- application for licence
- application for renewal of licence
- late lodgement of application for renewal
- request for amendment of a licence

Fees are indexed annually according to an amount set by the Department of Treasury and Finance. DECYP must advise services of the fees and any increases at the beginning of each financial year.

The fee rates are listed below for 1 July 2024 to 30 June 2025.

Table 1: Approved Registration Bodies – Licence Fees

FEE TYPE	FEE FROM 1 JULY 2024
New Application for Licence	\$314.72
Application for Renewal of Licence	\$236.05
Late Lodgement of Application of Renewal of Licence	\$52.39
Request for Amendment of Licence	\$46.24

When do we pay our fee?

The Education and Care Unit will send an invoice for licence fees.

In the case of an application for renewal of licence, payment must be made by the time your licence application is lodged with the Education and Care Unit, 90 days prior to the expiry of your current licence. We will send you an invoice in time for you to make this payment.

Please contact your licensing officer if you have any questions about which licensing fees apply, the timing of payments or any other queries.