

Standard Fees for All Workshops (not including 24 PLUS Program)

Services	Time	Standard Fees	Administrative Fees
Open Enrollment Workshops	Full day	\$225 + materials fee	\$15 per person
	Half day	\$150 + materials fee	
Departmental Workshops and Facilitation Services	Full day	\$1950 for up to 20 people	\$100 standard workshop \$300 groups using DiSC
	Half day	\$1350 for up to 20 people	
	Less than half day	\$350 per hour	
Consulting, Coaching, Program and/or Materials Development and Travel	Billed at half hour increments	\$125 per hour	

24 PLUS for Managers and Supervisors Fees and Discount Pricing Packages

Type of Enrollment	Payment Rules	Pricing Scheme	Fees
Open Enrollment	Enroll any into open course and charge will be made at end of enrollment quarter.	Standard Pricing (includes all facilitation fees + \$325 materials fee + \$25 admin fee)	\$1100
Group Enrollment	Enroll 10+ participants at one time into any open session in a single fiscal year. Charge for all participants at the end of the first enrollment quarter.	Premier pricing (10% Discount)	\$990
Departmental Workshop	Arrange a workshop for your department only for up to 20 participants. Charge at end of the quarter. Dates are limited.	Premier Plus Pricing (20% Discount)	\$880

The Fine Print

Customization Fees	Materials Fees	Administrative Fees	Travel Fees
The cost of developing a course is based on the standard ratio: 4 hours of development for every 1 hour of classroom instruction. The course development fee is waived or discounted when standard curriculum is used.	Materials fees are calculated at a per person cost to cover the actual cost of materials + shipping and taxes. Materials fees for departmental workshops will be calculated based on the actual number of attendees and/or no shows.	Administrative fees are added to the cost of all workshops to cover the cost of administering enrollments and assessments, and materials preparation. 24 PLUS and DiSC Team Building workshops have a slightly higher admin fee due to increased admin hours.	All DHR Training is held at 1 South Van Ness, 4 <sup>th</sup> Floor. Trainers may travel to worksites by request of the Client Department, if sufficient equipment and rooms are available at the Client Department. Fees to cover travel are billed at half hour increments.