



EDUCATIONAL REQUIREMENTS FOR CPA LICENSURE BEGINNING JANUARY 1, 2014

BACCALAUREATE DEGREE & 150 SEMESTER UNITS

24 SEMESTER UNITS – ACCOUNTING SUBJECTS

- Accounting
- Financial Reporting
- Auditing
- Financial Statement Analysis
- Taxation
- External & Internal Reporting

24 SEMESTER UNITS – BUSINESS-RELATED SUBJECTS

- Business Administration
- Economics
- Marketing
- Computer Science & Information Systems
- Business Management
- Finance
- Statistics
- Business-related law courses offered at an accredited law school
- Business Communications
- Business Law
- Mathematics
- Any accounting subjects in excess of the 24 units needed to fulfill the accounting requirement

20 SEMESTER UNITS – ACCOUNTING STUDY

- Minimum 6 semester units in accounting subjects (see above)
- Maximum 14 semester units in business-related subjects (see above)
- Maximum 9 semester units in other academic work relevant to business and accounting (maximum 3 units from any one area)
 - Skills-based courses – Courses completed in the following disciplines: English, Communications, Journalism, and the Physical, Life, Natural, & Social Sciences
 - Foreign Languages/Cultural & Ethnic Studies – Courses in foreign languages (including sign language) and courses with the terms culture, cultural, or ethnic in the titles
 - Industry-based courses – Courses with the words “industry” or “administration” in the title or courses completed in the following disciplines: Engineering, Architecture, and Real Estate
- Maximum 4 semester units in internships/independent studies in accounting and/or business-related subjects
- Completion of a Master of Accounting, Taxation, or Laws in Taxation is equivalent to 20 semester units of accounting study

10 SEMESTER UNITS – ETHICS STUDY (RESULTING FROM PASSAGE OF SB 773)

- Maximum 10 semester or 15 quarter units in courses containing any of the following terms in the course title:
 - Auditing
 - Business Leadership
 - Corporate Governance
 - Ethics
 - Human Resources Management
 - Management of Organizations
 - Organizational Behavior
 - Business, Government & Society
 - Business Law
 - Corporate Social Responsibility
 - Fraud
 - Legal Environment of Business
 - Morals
 - Professional Responsibilities
- Maximum 3 semester or 4 quarter units in courses from the following disciplines:
 - Philosophy
 - Religion
 - Theology
- Course title must contain one of the following words or terms, or the sole name in the course title is the name of the discipline.
 - Introduction
 - General
 - Fundamentals of
 - Survey of
 - Introductory
 - Principles of
 - Foundations of
- Maximum of one semester unit in a course devoted solely to financial statement auditing.



California CPA Licensing Requirements Worksheet

In order to be considered for employment in public accounting, most practices of a public accounting firm require you to demonstrate you will be CPA eligible upon graduation, or shortly thereafter (2-3 months). CPA eligibility includes BOTH your ability to sit for the CPA exam and meet the CPA licensing requirements in the State of California (225 quarter units and specific units in designated courses). Completion of the CPA licensing requirements while working for the firm on a full time basis is generally not considered permissible. By following the instructions below and providing the requested information, you will be able to ascertain if you meet the minimum requirements to be considered for an opportunity in public accounting that requires you to be CPA eligible.

Please provide a summary below of the total units you have completed at all colleges and universities:

	<u>Name of Accredited University/Academic Institution</u>	<u>Qtr Units</u>
1		
2		
3		
4		
5		
		(A) _____

For purposes of the summary above, please convert all semester units to an equivalent number of quarter units. One semester unit is generally equivalent to 1.5 quarter units. You will be required to provide an unofficial copy of each transcript that agrees to the information above.

Please provide a summary below of the additional units you plan to complete prior to starting work fulltime:

	<u>Name of Accredited University/Academic Institution and corresponding time frame</u>	<u>Qtr Units</u>
	Example: UCSC Fall Quarter 16 units, UCSC Winter Quarter 16 units, Community College Summer 2012 4 units	
1		
2		
3		
4		
5		
6		
		(B) _____

For purposes of the summary above, please convert all semester units to an equivalent number of quarter units.

Total (A+B) _____

If the total units summarized above is not at least 225 quarter units, you are not considered CPA eligible. If your total units is greater than or equal to 225 units, please complete the worksheet included in this file. In completing the worksheet you will need to list each class you have taken or plan to take which demonstrates your ability to meet the specific course requirements included in the draft legislation currently proposed in the State of California.

The new rules governing licensing in the State of California are not yet finalized. This worksheet should be considered only a guide based on the requirements as they are currently proposed. Please be sure to visit the CBA website at http://www.dca.ca.gov/cba/lic_require.shtml to ensure you have the latest official information.



Section III - 30 Quarter Units of Accounting Study

NOTE: If you complete a Masters in Accounting, Taxation or Law in Taxation the requirements in Section III are considered substantially complete. Did you complete one of these degrees? (circle) Yes No

If yes, there is NO need to complete Section III. Please proceed to section IV.

A Additional Accounting Subjects - Minimum 9 quarter units

	<u>Course Title</u>	<u>Course Status**</u>	<u>Course #</u>	<u>Qtr Units</u>
1				
2				
3				
4				
5				
6				
7				
8				
9				

** for course status, please note if class is complete, in process or to be completed

Total (must be ≥ 9 quarter units) _____

See section I for allowable course titles.

B Additional Business Related Subjects - Maximum 21 quarter units

	<u>Course Title</u>	<u>Course Status**</u>	<u>Course #</u>	<u>Qtr Units</u>
1				
2				
3				
4				
5				
6				
7				
8				

** for course status, please note if class is complete, in process or to be completed

Total (must be ≤ 21 quarter units) _____

See section II for allowable course titles. **A maximum of 6 quarter units are allowed for internship/independent study courses.**

Total Section IIIA+IIIB (must be ≥ 30 quarter units) _____

NOTE: A maximum of 12 quarter units in other academic work relevant to business and accounting is permitted for section IIIB, which is comprised of the following components:

Skills-based courses (4 quarter units maximum) - English, Communications, Journalism and the Physical, Life Natural & Social Sciences.

Foreign Languages/Cultural & Ethnic Studies (4 quarter units maximum) - Foreign languages and courses with the term culture, cultural and ethnic in the title.

Industry-based courses (4 quarter units maximum)- Engineering, Architecture, Real Estate or courses with the word "industry" or "administration" in the course title.

Please review the courses listed in section IIIB to ensure you have not exceeded the allowable units discussed above.