HOW TO QUALIFY FOR THE CPA EXAM

1. Bachelor’s degree or higher
2. 24 semester units in accounting subjects
3. 24 semester units in business-related subjects

Accounting Subjects
- Accounting
- Auditing
- External or Internal Reporting
- Financial Reporting
- Financial Statement Analysis
- Taxation

Business-Related Subjects
- Accounting Subjects
  (excess of the 24 required)
- Business Administration
- Business Communications
- Business Law
- Business Management
- Business-Related Law Courses
  (offered by an accredited law school)
- Computer Science and Information Services
  - Economics
  - Finance
  - Marketing
  - Mathematics
  - Statistics

National Candidates
Education must be documented on official transcripts.

Official transcripts can be submitted with your application or mailed directly to the CBA.

Official transcripts must be submitted in the original envelope sealed by the school.

International Candidates
Education must be evaluated by a CBA-approved foreign credentials evaluation service.

Evaluations can be submitted with your application or mailed directly to the CBA.

Evaluations must be submitted in the original envelope sealed by the school.
CPA EXAM QUICK TIPS

HOW TO APPLY FOR THE CPA EXAM

Create a Client Account (First-time Applicants)
Visit the CBA website at https://www.cba.ca.gov/cbt_public
Click on the 'My Exam Application and Account'
Click on the 'Establish an Account' link
Complete the form and submit
Receive an email with the link to the Client Login and temporary password
Create a personal password and complete all required account information

How to Complete the CPA Exam Application

Establish a Client Account ➔ Complete the Application ➔ Print and Sign the Remittance Form ➔ Mail the Remittance Form, Sealed Transcripts and/or Evaluation, and the Fee

HOW TO SIGN UP FOR THE CPA EXAM

CBA approves application ➔ Select your Exam sections ➔ Receive payment coupon from NASBA ➔ Submit payment coupon and fee to NASBA ➔ Receive Notice to Schedule (NTS) ➔ Schedule Exam at prometric.com

1 YEAR
To make CPA Exam section selections once application is approved

90 DAYS
To make payment for all sections selected once payment coupon is received

9 MONTHS
To schedule testing dates and sit for all sections listed on the NTS

18 MONTHS
To earn credit for the remaining three sections from the first passed section

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