

APPLYING FOR A CALIFORNIA CPA LICENSE

HOW TO APPLY FOR A CPA LICENSE



Find the online application on the CBA website at www.cba.ca.gov by clicking **Apply Now** in the Licensure box on the homepage.



Submit all required documentation

Submit the application and pay the processing fee

1



CPA LICENSE APPLICATION RECEIVED
Payment and application are processed



Be sure to complete and provide all required documentation. Submit the online application.

2



REQUIREMENTS ARE REVIEWED
Passage of the CPA Exam
Education
One year of General Accounting Experience
State/Federal Fingerprint Clearance



Education Requirements include:
Bachelor's degree
150 semester units
24 units of Accounting Subjects
24 units of Business-Related Subjects
20 units Accounting Study
10 units Ethics Study

3



CPA LICENSE APPROVED
License issued upon payment of initial license fee



If the application is deficient, additional documentation may need to be submitted.

QUALIFYING FOR A CALIFORNIA CPA LICENSE

HOW TO QUALIFY FOR A CPA LICENSE



Exam

Pass the Uniform CPA Examination (CPA Exam)



Education

Complete the Required Education



Experience

Obtain Accounting Experience

ADDITIONAL EDUCATION REQUIREMENTS

In addition to the CPA Exam requirements of a bachelors degree and 24 units in each accounting and business-related subjects, you will need:

10

Ethics Study



7

Semester Units

+

3

Semester Units

(4 quarter units)

In Accounting Ethics or Accountants' Professional Responsibilities

20

Accounting Study



6

Semester Units of Accounting Subjects

+

14

Semester Units of Business-Related Subjects

150

Total Semester Units

EXPERIENCE REQUIREMENTS

12

Months of experience obtained through employment in public or non-public accounting

- ✓ Obtained under the supervision of an individual holding an active CPA license
- ✓ Completed in accordance with the applicable professional standards

Attest Engagements:

To be issued a license with the ability to sign reports on attest engagements, you must also demonstrate completion of a minimum of 500 hours in attest experience.

Experience in academia can be considered qualifying toward general accounting experience if specific requirements are met and the course(s) are in an accounting subject listed in CBA Regulations.

EDUCATION CAN BE COMPLETED AT COMMUNITY COLLEGES, UNIVERSITIES, OR OTHER INSTITUTIONS OF LEARNING.