

HOW TO QUALIFY FOR THE CPA EXAM



Bachelor's degree or higher

+



24 semester units in accounting subjects

+



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 <i>(excess of the 24 required)</i>	Computer Science and Information Services
Business Administration	Economics
Business Communications	Finance
Business Law	Marketing
Business Management	Mathematics
Business-Related Law Courses <i>(offered by an accredited law school)</i>	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 evaluation service.

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