



**California Board of Accountancy**  
2450 Venture Oaks Way, Suite 300  
Sacramento, CA 95833

phone: (916) 263-3680 fax: (916) 263-3675 web: [www.cba.ca.gov](http://www.cba.ca.gov)



Due to the high volume of California applicants applying for the Uniform CPA Examination (CPA Exam), the processing of initial qualification applications typically takes two to three weeks.

Submission of a fully completed application, appropriate fee, and all required documentation is mandatory. The CPA Exam Application Qualification Checklist below is provided to assist in the submission of a complete application.

## CPA Exam Application Checklist for Repeat Applicants

Please visit the California Board of Accountancy's (CBA) Web site for information regarding verification of receipt of fully completed application, fee, and educational documents.

**To Apply for the CPA Exam, please complete the following steps:**

- Login to your personal Client Account via the CBA's Web site.
- Complete and print your Application Remittance Form.
- Mail signed Application Remittance Form and payment to the CBA.

Once qualified, you will be sent an approval notification from the CBA. The approval authorizes you to select desired exam section(s) by submitting (online) your request for an Authorization to Test (ATT).

Additional detailed information related to the Uniform CPA Examination is contained in the **Candidate Bulletin - Information for Applicants**, and the **CPA Exam Alert**. Both are accessible online at the Uniform CPA Examination's Web site located at [www.aicpa.org](http://www.aicpa.org) or at the National Association of State Boards of Accountancy's (NASBA) Web site at [www.nasba.org](http://www.nasba.org).