

**SAMPLE WORKSHEET  
(WITH A LICENSE EXPIRATION DATE OF 6/30/2014)  
CONTINUING EDUCATION REPORTING WORKSHEET  
(CE INFORMATION MANDATORY FOR ACTIVE LICENSE RENEWAL)**

CPA

| 1   | 2            | 3                      | 4   | 5             | 6                | 7                         |
|---|--------------|------------------------|---|---------------|------------------|---------------------------|
| COURSE TITLE<br>(For clarity, please avoid abbreviations)   | SUBJECT CODE | CLAIMED AS<br>GOV'T CE | DATE(S)<br>COMPLETED<br>(Course must be<br>completed to list)<br>(MM/DD/YYYY) | HOURS CLAIMED | NAME OF PROVIDER | METHOD OF<br>PRESENTATION |
| Board-approved Regulatory Review course:<br>COURSE TITLE: <u>California Regulatory Review</u><br>APPROVAL NUMBER: <u>123-001-1234</u> | R            | (√)                    | 5/9/2013  | 2             | CE Provider A    | I                         |
| <b>FIRST YEAR</b>   |              |                        |   |               |                  |                           |
| Ethics Review   | E            |                        | 7/20/2012   | 4             | CE Provider B    | I                         |
| Tax Law   | T            |                        | 9/1/2012  | 2             | CE Provider A    | L                         |
| Fraud in Financial Statements   | F            |                        | 10/25/2012  | 4             | CE Provider C    | L                         |
| Fall Seminar  | T            |                        | 6/5/2013  | 4             | CE Provider D    | I                         |
| Tax Update  | T            |                        | 6/21/2013   | 16            | CE Provider F    | L                         |
|   |              |                        |   |               |                  |                           |
|   |              |                        |   |               |                  |                           |
|   |              |                        |   |               |                  |                           |
| <b>SECOND YEAR</b>  |              |                        |   |               |                  |                           |
| Quick Books 2013  | T            |                        | 7/16/2013   | 7.5           | CE Provider G    | L                         |
| 2013 Accounting Software Conference   | T            |                        | 10/21/2013  | 8             | CE Provider X    | L                         |
| Office Management Seminar   | N            |                        | 2/3/2014  | 8             | CE Provider Z    | L                         |
| Accounting Update   | A            |                        | 4/19/2014   | 16            | CE Provider D    | L                         |
| OCBOA Financial Statements  | A            |                        | 5/1/2014  | 8             | CE Provider D    | I                         |
| Tax Update  | T            |                        | 6/9/2014  | 0.5           | CE Provider H    | I                         |
|   |              |                        |   |               |                  |                           |
|   |              |                        |   |               |                  |                           |

| HOURS CLAIMED FOR EACH SUBJECT AREA |    |                           |           |
|-------------------------------------|----|---------------------------|-----------|
| REGULATORY REVIEW (technical)       | 2  | GOVERNMENT CE (technical) |           |
| A&A CE (technical)                  | 24 | FRAUD CE (technical)      | 4         |
| ETHICS (technical)                  | 4  | OTHER TECHNICAL CE        | 38        |
| NON-TECHNICAL CE                    | 8  |                           |           |
| <b>TOTAL HOURS CLAIMED:</b>         |    |                           | <b>80</b> |

If additional space is needed, this form may be reproduced.  
Subject & Method of Presentation Codes are located on the accompanying instruction sheet.  
**DO NOT WRITE IN THE AREA BELOW**