QUALIFYING FOR A CALIFORNIA CPA LICENSE

HOW TO QUALIFY FOR A CPA LICENSE

- **Exam**
  - Pass the CPA Exam

- **Education**
  - Complete the Required Education

- **Experience**
  - Obtain Accounting Experience

- **Ethics**
  - Pass the California Professional Ethics Exam

ADDITIONAL EDUCATION REQUIREMENTS

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

- 150 Total Semester Units
- 20 Accounting Study Semester Units
- 6 Semester Units of accounting subjects
- 14 Semester Units of business-related subjects

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.
HOW TO APPLY FOR A CPA LICENSE

1. CPA LICENSE APPLICATION RECEIVED
   Payment and application are processed

   Visit the CBA website at
   https://www.dca.ca.gov/cba/applicants/cpaapp.pdf

   Fill out the application
   Gather all required documentation
   Mail the application and required documentation along with the processing fee

   Be sure to complete and provide all required documentation. Mail the application with the processing fee.

2. REQUIREMENTS ARE REVIEWED
   Passage of the CPA Exam
   Education
   One year of General Accounting Experience
   California Professional Ethics Exam
   State/Federal Fingerprint Clearance

   Education Requirements include:
   Bachelor’s Degree
   150 semester units
   24 units Accounting Subjects
   24 units 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.