APPLYING FOR A CALIFORNIA CPA LICENSE

HOW TO APPLY FOR A CPA LICENSE

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

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

   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 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

**Ethics**
Pass the California Professional Ethics Exam

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
- **20** Accounting Study
- **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.