

## Why take the CPA exam?

Certified Public Accountants are the only licensed accounting professionals in the U.S. The purpose of the Uniform Certified Public Accountant Exam is to provide assurance to the state Boards of Accountancy, the entities that issue CPA licenses, that those who pass the exam possess a minimum level of technical knowledge and skills necessary for initial licensure. This assurance helps protect the public interest and ensures only qualified individuals enter into the profession.

Ultimately passing the CPA exam will be a requirement of continued employment for almost all public accounting firms that audit or review financial statements and prepare income tax returns for clients. In addition, many private-sector employers and government agencies place a great deal of value on this credential.

## CPA Exam Checklist

1. Determine which state you want to be licensed in. This should be the state where you intend to work. Note that you will have to be a resident of this state when your license is issued (after you meet the experience requirement for licensure). You can find information for each state's exam requirements at <http://nasba.org/exams/cpaexam/>.

If you plan to sit for the exam in a state other than the one you plan to work, you should contact the board of accountancy in both states to determine residency requirements of issuing and transferring your license.

2. Review the CPA Candidate Bulletin, the official handbook published by the AICPA for individuals who plan to take the Uniform CPA Examination. This can be found at <http://www.aicpa.org/becomeacpa/cpaexam/forcandidates/candidatebulletin/pages/bulletin.aspx>.

3. Apply to take the exam. You can obtain an application from the state board of accountancy or at [www.nasba.org](http://www.nasba.org). The application process can take between 4-8 weeks, depending on the state. (Some states allow you to apply to take the exam during the semester prior to graduation by submitting a Certificate of Enrollment with your application.)

4. After receiving your Notice to Schedule (NTS), you can schedule your exam. You do not have to physically take the exam in the state you applied for licensure. You may take one section at a time, but you may take multiple sections in each testing window. Candidates for the exam can take the exam in the first two months of every calendar quarter, with the third month being closed for testing.

## Course Evaluation Worksheet for Ohio

Effective January 16, 2014, the State Board of Accountancy for Ohio no longer accepts the Certificate of Enrollment form. The Course Evaluation Worksheet has replaced the Certificate of Enrollment form <http://nasba.org/exams/cpaexam/ohio/> and is an optional form you can complete in order to determine whether you are eligible to sit for the exam. Although the form is optional, the State Board of Accountancy for Ohio would like it to accompany your application. This shows you have actively evaluated your accounting and business subjects credit hours to be in compliance with the State of Ohio education requirements. You now have to meet all requirements before you apply to sit for the exam. This means you are unable to apply for the exam the semester before you graduate or during the semester you are graduating unless you meet the requirements.

## Important Facts

1. To apply for the exam in Ohio, you must generally have earned 150 semester hours of college education, including 30 semester hours of accounting. In addition, you must have a degree in business. If you earned a B.S.B.A. degree with a

specialization in accounting from The Ohio State University under the semester requirements, you meet the accounting hour requirement **for the State of Ohio**.

2. If you took AMIS 3200.02 (Financial Accounting IB) or AMIS 3201.02 (Financial Accounting IIB) as part of the semester conversion, you will need to pay special attention to your number of accounting hours. One quarter credit hour is equivalent to 2/3 semester credit hour.
3. The required curriculum to earn a B.S.B.A. with a specialization in accounting at Fisher does not meet the CPA exam education requirements for every state. If you are applying to take the exam in a state other than Ohio, you should check the requirements of that particular state while you are still a student. You can find this information at <http://nasba.org/exams/cpaexam/> or by contacting the board of accountancy in the state you plan to apply. States that have different education requirements include (but are not limited to): California, Massachusetts, New York, and Texas.
4. After you pass your first exam, you have 18 months to successfully pass the remaining sections. The score for any individual section will expire after this 18 month window.
5. Most states require you to take the exam within 6 months from the date you receive your notice to schedule. Failure to take the sections of the exam you have applied for within this timeframe may cause you to forfeit fees.
6. If you pass the exam in one state and ultimately work in another state, it is often possible to transfer your license with little difficulty. You should consult with the state you wish to transfer your license to for specific information about the transferability of your license and any additional requirements you must fulfill.

#### **CPA Exam Preparation and Helpful Resources**

- Many students find it helpful to take a CPA review course. While this is not necessary, taking such a course can help increase the efficiency and effectiveness of your preparation. Some popular options among students are:
  - Becker CPA Exam Review ([www.becker.com](http://www.becker.com))
  - Kaplan CPA Review ([www.schweser.com/cpa](http://www.schweser.com/cpa))
  - MDS CPA Review (<http://mdscpareview.com/>)
- You can find also find an exam tutorial and sample tests at [www.cpa-exam.org](http://www.cpa-exam.org).
- The CPA exam is administered at Prometric Testing Centers across the U.S. Information about specific testing locations and test regulations can be found at [www.prometric.com/cpa](http://www.prometric.com/cpa)