



Innovative
Entrepreneurial
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CPA EXAM REVIEW

VERMONT STATE CPA CANDIDATES

The time is now.
Don't delay sitting for the CPA Exam.

*Information provided as a reference only. Applicants are required to check with the Vermont State Board of Public Accountancy to determine their eligibility to sit for the exam.

LEARN MORE AT [Dh-cpa.com](https://www.dh-cpa.com)

VERMONT STATE CPA EXAM REQUIREMENTS*

CPA EXAM APPLICATION PROCESS:

Step 1 • Vermont State

- Review Vermont State exam requirements at <https://nasba.org/exams/cpaexam/vermont/>

Step 2 • Exam Services

- Submit your Initial Application Form for initial examination to the CPA Examination services team.
- Pay the exam fees associated with the Initial Application Form.
- Have your school(s) issue an official transcript to the CPA Examination services team.

Step 3 • Apply to Sit

- After you receive your Notice-To-Schedule (NTS), schedule your exam at Prometric Testing Center at www.prometric.com/cpa.

ADDITIONAL EXAM LINKS:

CPA Exam website: cpa-exam.org

AICPA: aicpa.org

NASBA: nasba.org

Prometric: prometric.com/cpa

CONTACT:

Vermont Office of Professional Regulation

89 Main Street, 3rd Floor
Montpelier, VT 05620-3402

Contact: Judy Griffen

Phone: 802-828-3228

Email: jgriffen@sec.state.vt.us

Web: <http://www.vtprofessionals.org/opr1/accountants/>

INITIAL APPLICATION FOR UNIFORM CPA EXAMINATION

All **first-time applicants** are required to pay both an application fee and an examination fee upon submission of the first-time application. All **re-examination candidates** are required to pay both a registration fee and an examination fee at the time of registration.

You are able to apply for one or more sections of the examination at a time; however, you are advised to only apply for a section of the examination if you are ready to take it within the next six months.

Contact:

NASBA | PO Box 198469 | Nashville, TN 37219-8469

Phone: 615-880-4200 | Fax: 615-880-4290

Email: cpaes-vt@nasba.org | Web: www.nasba.org

Examination Fees

Application Fee:	\$220.00
Audit:	\$193.45
Financial:	\$193.45
Regulation:	\$173.60
Business:	\$173.60

Registration Fees

4 examination sections:	\$110.00	3
examination sections:	\$95.00	2
examination sections:	\$80.00	1
examination section:	\$65.00	

Total: \$954.10

Visit www.nasba.org for the most up-to-date costs and guidelines. All fees are non-refundable and subject to change.

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REQUIREMENTS TO SIT FOR THE EXAM:

Educational Requirements

As a first-time or re-examination applicant, you must:

- Be of good moral character; and
- have earned a minimum of 120 semester hours of general college level education with 30 semester hours in accounting and business including:
 - 6 semester (9 quarter) hours of financial and/or managerial accounting (excluding Introductory Accounting),
 - 3 semester (4.5 quarter) hours of auditing,
 - 3 semester (4.5 quarter) hours of U.S. taxation,
 - 3 semester (4.5 quarter) hours of U.S. business law,
- All educational transcripts, Certificate of Enrollments, and/or foreign evaluations are required to be submitted to CPA Examination Services. You may submit official school transcripts, Certificate of Enrollments and/or foreign evaluations separately or included with first-time application.
- You may be eligible to apply up to 60 days before completion of your Bachelors degree. See nasba.org/exams/cpaexam/vermont for details

You must submit relevant official transcript(s) to CPAES from each institution at which you earned credit toward the education requirement. Transfer credits are not acceptable; you must submit a transcript from each institution. Official transcripts are those that have been issued by the institution's Registrar's Office and include the Registrar's official seal. The degree you have earned must be posted on your official transcript.

You may submit the official transcript(s) provided they are original, include an original seal and are submitted in a sealed envelope. They are not required to be submitted directly from the institution.

Transcripts may be submitted electronically provided they are official. Some schools do not offer this service. Contact your Registrar's office for additional information. If an email address is required for electronic delivery, use etranscript@nasba.org. Electronically delivered transcripts must be submitted directly from the institution(s). Photocopies of transcripts are not official and cannot be accepted. Transcripts marked "Issued to Student" are acceptable.

REQUIREMENTS TO OBTAIN THE CPA LICENSE:

- Ethical Mandate:** All candidates shall complete a course of study in professional ethics for accountants equivalent to eight hours of continuing professional education that shall include the AICPA Code of Conduct or Vermont accountancy statutes and rules. In order to qualify under this section, candidates must complete an ethics course within two years of the filing date of the application.
- Completed "Report of Experience in Public Accountancy," documenting work experience.
- Completed "Applicant's Statement Regarding Taxes, Child Support, and Unemployment Compensation Contributions."
- Education:** Bachelor's degree, with a minimum of 150 semester hours, including 42 semester hours in accounting and business with: 6 semester hours of financial and/or managerial accounting (excluding Introductory Accounting), 3 semester hours in auditing, 3 semester hours in U.S. Taxation and 3 semester hours in U.S. Business Law.
- Experience:** An applicant shall obtain accounting experience under direct supervision of a certified public accountant or other licensee deemed equal by the National Association of State Boards of Accountancy reciprocity agreements. The experience shall include practical public accounting experience or its equivalent including a reasonable variety of experience. An applicant must attain the experience within a period beginning four (4) years prior to completing the examination and ending not more than four (4) years after completing the examination.

