

PATHWAY FROM CANDIDATE TO CPA



Click on the boxes to receive instructions on completing this step!

START

Determine if you meet the qualifications to sit.

Create your account on the OAB Online Portal and complete the Qualification Application for Eligibility.

Wait to hear from the OAB on approval to sit for the CPA Exam.

Apply to sit for a section by submission of a Candidate Exam Application.

Arrange for transcripts to be sent to the OAB Exam Coordinator either through Escrips or mailing of official transcripts by the university or from yourself in a sealed official envelope.

Take the section as scheduled.

Schedule your exam through a Prometric Testing Center.

After paying for the section, the Notice to Schedule (NTS) will become available to download.

Access your payment coupon to pay for the section

After approval of the Exam Application, using the email sent by NASBA to set up an account to CPA Portal.

Wait.. For the score release date

Review your score on the NASBA portal.

Continue the process outlined in steps 5 through 13 until all four sections are passed.

Celebrate!!!
(and read the email the OAB sends you)

Complete the Professional Ethics: The American Institute of Certified Public Accountants' Comprehensive Course (For Licensure) with a score of at least 90%.

Complete the remainder of the application.

Wait to hear from the OAB on approval of your Application for Certification by the Board.

If you mark on your application you were approved to sit with 150 hours, download, complete, and upload the Experience Verification form found on the Application Instructions screen.

If you mark on your application you were approved to sit with less than 150 hours, send transcripts to the OAB Licensing Coordinator. Download, complete, and upload the Experience Verification form found on the Application Instructions screen.

Begin the Application for Certification through the Applicant Portal.

CELEBRATE and use that CPA designation!

OAB sends an email with your new certificate number and instruction regarding renewal and CPE after approval.