

Renewal reminders from the State Board of Accountancy (Board)

RENEWAL NOTICES:

Renewal notices will be mailed out to all actively licensed CPA's, PA's, Firms and Program Sponsors approximately two months prior to the December 31, 2011 expiration date.

RENEWAL FEES:

Certified Public Accountant and Public Accountant - \$100.00

Accountancy Firms - \$100.00

Program Sponsors - \$150.00

ONLINE RENEWALS:

Pay close attention when renewing online. Reading all the information posted to assist you in the renewal process. Make sure your choices in any drop-down menu have been selected before moving on in the renewal process and review all choices to prevent mistakes which could delay your renewal. It is advisable to not use your scroll button when making a selection in the drop down menu. You must have your registration code available when renewing your license online. The registration code can be found on the wallet card sized license. Make sure when entering your registration code in that you properly enter the capital and lower case letters as the registration code is case sensitive.

PEER REVIEW COMPLIANCE PROCEDURES:

A firm or sole practitioner that performs audit or review engagements is no longer required to submit a copy of a current peer review completion letter at the time of application for license renewal. However, the firm or sole practitioner will be required to certify on the renewal application that it is in compliance with the peer review requirement and to furnish (1) the name of the organization that administered its most recent peer review, (2) the date of acceptance of that peer review, (3) and the period covered by that peer review. The Board will verify your information with the peer review administering organization. This information is required whether you are renewing online or by paper renewal.

CONTINUING PROFESSIONAL EDUCATION:

You must have completed all your required CPE prior to renewing your license. Licenses must be renewed by December 31, 2011. The Board recommends that you renew your license in time to have your new license in hand prior to the expiration date of your current license, December 31, 2011. Please note that you are no longer required to complete the Continuing Professional Education (CPE) reporting form if renewing by paper renewal, or submit your CPE hours online to renew your license. However, you will be asked to answer certifying questions during the renewal process regarding

whether you have met the CPE requirements. Selected license's CPE will be verified during the audit process after the renewal period.

ETHICS REQUIREMENT:

Please note that licensees will not be required to obtain 4 hours in "ethics" category courses to renew your license that expires on December 31, 2011.