

OKLAHOMA ACCOUNTANCY BOARD

CONTINUING PROFESSIONAL EDUCATION EXEMPTION

10:15-30-8. Exceptions to CPE reporting requirements

All certificate and license holders must comply with CPE reporting requirements unless exempted below.

(1) The Board exempts from the requirements of CPE the following classifications:

(A) Retired certificate or license holders who are no longer employed or practicing public accounting;

(B) Certificate or license holders who are on active military service;

(C) Disabled certificate or license holders who are no longer employed or practicing public accounting due to medical circumstances;

(D) Certificate or license holders who are (A) not employed due to circumstances other than retirement, military service or disability or (B) certificate or license holders employed but not performing any services associated with accounting work. For purposes of this section, the term "associated with accounting work" shall include but is not limited to the following:

(i) working or supervising work performed in the areas of financial accounting and reporting; tax compliance, planning or advice; management advisory services; accounting information systems; treasury, finance or audit or preparing personal financial statements or investment plans; or

(ii) representing to the public, including an employer, that the registrant is a CPA or PA in connection with the performance or sale of any services or products involving accounting work, including such designation on a business card, letterhead, promotional brochure, advertisement, office, website or any electronic media.

(E) Other good cause as determined by the Board on an individual basis.

(2) In order to be granted an exemption based on 10:15-30-8(1) above, certificate and license holders must request an exemption each year in a format prescribed by the Board as required in 10:15-30-5(b). An exemption may be denied at any time if it is determined that the certificate or license holder was not eligible for the exemption claimed.

(3) In order for an exemption to be granted under 10:15-30-8(1) above, the Board may require the following affidavits:

(A) The registrant completes and forwards to the Board a sworn affidavit indicating that the registrant will not be associated with accounting work during the period for which the exemption is requested. A registrant who has been granted this exemption and who re-enters the work force shall be required to comply with 10:15-30-9; and

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- (B) The registrant forwards to the Board a sworn affidavit from the employer or organization indicating no association with accounting work. The affidavit shall include, as a minimum, a brief description of the duties performed, job title, and verification by the registrant's immediate supervisor that there is no reliance on the registrant's expertise as a CPA or PA.
- (4) The Executive Director or his/her designee may grant extensions or exemptions for good cause on a case by case basis, and a report of such actions shall be provided to the Board.
- (5) A certificate or license holder exempt from the requirement of CPE by reason of retirement or inactive status must indicate "retired" or "inactive" if they use their "CPA" or "PA" designation in any manner.

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Inactive Exemption – Part 1 of 2

If you were employed anytime during the current calendar year and performing work associated with accounting, you are required to comply with CPE reporting requirements. Your inactive CPE exemption will not take effect until January 1st of the following year.

AFFIDAVIT

I, _____, hold Oklahoma Accountancy Board Certificate/License number _____ which was issued on _____, _____, which certifies me as a Certified Public Accountant or Public Accountant in the State of Oklahoma.

I am eligible for exemption to the continuing professional education requirements of the Board pursuant to 10:15-30-8(1)(D) of the Oklahoma Administrative Code. I ceased performing work associated with accounting on _____ (mm/dd/yy), due to the following:

_____ (A) not employed due to circumstances other than retirement, military service or disability

OR

_____ (B) employed but not performing any services associated with accounting work.

The term "associated with accounting work" shall include but is not limited to the following:

- Working or supervising work performed in the areas of:
- financial accounting and reporting
- tax compliance, planning or advice
- management advisory services
- accounting information systems
- treasury, finance or audit or preparing personal financial statements or investment plans; or
Representing to the public, including an employer, that the registrant is a CPA or PA in connection with the performance or sale of any services or products involving accounting work, including such designation on a business card, letterhead, promotional brochure, advertisement, office, website or electronic media.

My job title is _____

My duties are _____
