



CPA

CHARTERED
PROFESSIONAL
ACCOUNTANTS
ALBERTA

cpaalberta.ca/EmployerRelations

Become a Pre-Approved Program Route Provider (PPRP)

If you plan to train CPA candidates and would like to streamline practical experience reporting, a Pre-Approved Program might be for you.



By becoming a PPRP, your organization can play a significant role in helping CPA candidates obtain their designation. There are many benefits to the PPRP, both long- and short-term.

The practical experience requirements are a critical component of the CPA Certification Program. Candidates can complete the requirements through either the Pre-Approved Program Route (PPR) or the Experience Verification Route (EVR). EVR allows candidates to obtain credit for accounting-related experience gained at any employer; however, the reporting process may be more challenging under this route. PPR ensures that candidates follow a development path aimed at completing their practical experience requirements within the minimum 30-month period.

Unlike in EVR, PPRPs work with CPA Alberta in advance to create and approve the program. The reporting process is greatly streamlined and simplified because the PPR is reviewed and approved by CPA Alberta when it is created.



BENEFITS OF BECOMING A PRE-APPROVED PROGRAM ROUTE PROVIDER

Recruitment

The PPR is a powerful tool for recruiting and retaining top talent. Because the PPRP is committed to providing candidates the necessary opportunities to meet the practical experience requirements in a PPR role, candidates will be looking for these positions. Recruiting top talent also helps with the PPRP's succession planning. It is an excellent way to identify and prepare high-potential employees to assume future key roles within the organization.

Improved focus/productivity

Support from a PPRP minimizes any stress a CPA candidate may experience related to their training to become a CPA. This means the candidate spends more time focused on their job and less time worrying about how to complete their CPA certification.

Oversight and certainty

The PPRP has control over who is in the program and ensures candidates have the opportunity to meet the practical experience requirements within 30 months.

No cost

There are no direct costs to the employer for obtaining and maintaining approved PPR status.

#CPAproud

Supporting the next generation of CPAs is a way of giving back to the profession. By effectively training CPA candidates, a PPRP plays an integral part in upholding the integrity of the CPA designation and ensuring the public is served by skilled, ethical professionals.

RESPONSIBILITIES OF A PPRP

As part of the PPR approval process, an employer must commit to the following responsibilities:

- Maintain senior-level ownership of the program by appointing a pre-approved program leader;
- Supervise and guide CPA candidates on practical ethical issues through on-the-job training and progress reviews;
- Offer structured training positions that provide a sufficient range of progressively complex assignments and increasing responsibility to allow candidates to achieve the required practical experience;
- Ensure candidates document their competency development in the profession's online reporting tool, PERT;
- Provide a CPA mentor for all candidates within the program; and
- Provide time away from the office for candidates to write weekday exams.



STEPS TO BECOMING A PPRP

1

Contact CPA Alberta at employerrelations@cpaalberta.ca with any questions you may have

2

Work with CPA Alberta's Practical Experience team to identify role(s) for the program

3

Structure program to ensure competencies can be achieved within 30 months by every candidate who is admitted to the program

4

Appoint pre-approved program leader and provide additional details around the nature of the training program

5

Submit application to the Registrar for approval by CPA Alberta



PPRP accepts CPA candidate(s) into the pre-approved program, allowing them to start reporting in a streamlined fashion

KEY DIFFERENCES BETWEEN PPR AND EVR

While CPA candidates can obtain practical experience through both routes, PPR offers many advantages (both to the PPRP and candidate).

	Experience Verification	Pre-approved Program
Scope	CPA candidates have the option of gaining qualifying experience in any relevant position at an employer of their choice.	Employers apply for approval for a clearly defined training program. <div data-bbox="1105 384 1484 514" data-label="Text"> <p>Key advantage: Clarity for PPRP and candidate</p> </div>
Approval	CPA candidates submit detailed practical experience reports as they accumulate experience. These reports are verified by their employer and reviewed by the profession at key milestones.	CPA Alberta works with the employer to pre-approve the training program. As a greater level of scrutiny takes place during the program approval process, the reporting and assessment processes are streamlined and simplified when candidates are accumulating their experience. <div data-bbox="1094 580 1533 724" data-label="Text"> <p>Key advantage: Simpler reporting for PPRP and candidate.</p> </div>

	Experience Verification	Pre-approved Program
Control	<p>Following CPA Alberta's review, if CPA candidates have not met all the practical experience requirements, deficiencies are identified to the future CPAs. If additional experience is required, candidates may need to change roles, responsibilities, or employers.</p>	<p>The PPRP administers the program. As long as the PPRP ensures the candidates obtain the experience laid out in the program, the candidates should not have any difficulties meeting the practical experience requirements.</p> <p>Key advantage: Candidates are provided with the necessary opportunities to meet the practical experience requirements in 30 months.</p>
Support	<p>Where issues are noted, CPA Alberta advises CPA candidates.</p>	<p>CPA Alberta partners with the PPRP to assist with any changes to the pre-approved program. CPA Alberta also provides ongoing monitoring of the PPRP, ensuring that the support provided to candidates consistently meets the practical experience requirements stipulated by the profession.</p> <p>Key advantage: PPRP works with CPA Alberta to ensure any changes to candidates' work still allow them to meet the practical experience requirements in 30 months.</p>



cpaalberta.ca/EmployerRelations

EmployerRelations@cpaalberta.ca



CPA Alberta



CPA_AB



fb.me/CPAAlberta



[@CPA_AB](https://twitter.com/CPA_AB)