

In accordance with section 24 of Chartered Professional Accountants Regulation, a member (chartered professional accountant) may make application to use the U.S. title “certified public accountant” or “CPA” if the registrant meets prescribed conditions.

Section 1 – REGISTRANT INFORMATION

Name of Registrant _____ Designation(s) CA CGA CMA CPA

Street address _____

City _____ Province _____

Postal Code _____ Email _____

Section 2 – APPLICATION

As a member in good standing with CPA Alberta, I hereby seek authorization to use the title “certified public accountant” and “CPA”.

Evidence of a current Certified Public Accountant certificate from the United States of America is required before approval; please check one of the following:

I confirm that my U.S. CPA status, including original issue date and current expiration date, may be obtained from:

License Number

[provide WebLink for state board, state society or Professional Regulatory board]

Sealed documentation from the U.S. CPA jurisdiction (state board, state society or Professional Regulatory board) attesting to current standing is enclosed.

Documentation from the CPA jurisdiction (state board, state society, or Professional Regulatory board) is being forwarded directly to the CPA Alberta under separate cover.

I understand and acknowledge that the U.S. Certified Public Accountant designation may only be used or displayed in the following manner:

- Chartered Professional Accountant, (your legacy designation), Certified Public Accountant (State, USA)
- CPA, (your legacy designation), CPA (State, USA)

I understand and acknowledge that to in order to continue to use the U.S. CPA designation I will be required to annually:

- pay a fee; and
- file proof of a current USA CPA membership.

I agree to immediately notify the CPA Alberta Registrar of any change in the above circumstances.

Section 3 – DECLARATION

I declare that all information given herein is true. I am familiar with the provisions under the governing legislation that relate to this application and I agree to abide by the terms set out in the *Chartered Professional Accountants Act* and with the Regulation, By-laws and Rules of Professional Conduct of CPA Alberta.

Signature of applicant

Date

Section 4 - PAYMENT

Application Fee \$ 130.00
GST 6.50
Total **\$136.50**

Accepted methods of payment and submission:

By Cheque: Payable to CPA Alberta and attach a copy of this form. Please send to the address below.

Edmonton

1900 TD Tower 10088 – 102
Avenue Edmonton, AB T5J 2Z1

Calgary

800-444 – 7 Ave SW
Calgary, AB T2P 0X8

By Credit card

Online: Please log in online to the member portal using your CPA Alberta Membership credentials and navigate to **Action Centre - Service Requests** menu. Select **use of US CPA application** under the payment type and enter the **payment amount** (system will auto calculate your GST). You will see a section where you may upload this completed application.

By Phone: 1-800-232-9406 and request for the Finance department to provide your credit card information. Submit the completed form to registrations@cpaalberta.ca.

GST # 10690 4287 RT0003

INFORMATION

The following is an **excerpt** of legislative authorities pertaining to use of the U.S. CPA designation in the province of Alberta. For full wording visit Chartered Professional Accountants of Alberta (CPA Alberta) web site at www.cpaalberta.ca and view the Governing Documents (under Protecting the Public).

Chartered Professional Accountants Regulation AR 84/2015

Use of United States Certified Public Accountant and Related Titles, Abbreviations and Initials

United States certified public accountant

- 24(1) The registration committee may authorize a chartered professional accountant to use the title “certified public accountant” or the initials “CPA” or any title, description, abbreviation, letter or symbol representing that title or those initials, alone or in combination with any other title, description, abbreviation, letter, symbol or initials, that represents expressly or by implication that the individual is a certified public accountant if the person
- (a) provides satisfactory evidence to the registration committee of having a current certified public accounting certificate from the United States of America, and
 - (b) completes an application in the form required by the resolutions and pays the application fee specified by the board.
- (2) An applicant whose application is approved under subsection (1) must use the designation “certified public accountant” or the initials “CPA” only
- (a) when accompanied by and following
 - (i) “chartered professional accountant” or “CPA”, or
 - (ii) where the applicant is authorized, “Fellow of the Chartered Professional Accountants” or “FCPA”,and
 - (b) when the designation also discloses the name of the applicable certified public accounting jurisdiction in the United States of America, in the following manner: “chartered professional accountant, certified public accountant (State, USA)” or “CPA, CPA (State, USA)”.
- (3) A person who has a current certified public accountant certificate from the United States of America but who is not a chartered professional accountant
- (a) may use the statement “certified as a certified public accountant in (State, USA)”, or
 - (b) may use the statement “licensed as a certified public accountant in (State, USA)” if that person has also been granted the right to practise public accountancy by a state board of accountancy in the United States of America that is recognized by the board.
- (4) A person referred to under subsection (3) may not use the designation “certified public accountant” or “certified public accountant (State, USA)” or the initials “CPA” or “CPA (State, USA)”.
- (5) The registration committee may authorize a person or firm registered under section 53 of the Act or a professional accounting firm registered under section 49 of the Act to use the designation “certified public accountant (State, USA)” or “CPA (State, USA)” in Alberta if such person or firm
- (a) provides satisfactory evidence to the registration committee that such person or firm has a current certified public accountant certificate from the United States of America and has the right to practice accountancy as granted by a state board of accountancy in the United States of America that is recognized by the board, and
 - (b) completes an application in the form required by the resolutions and pays the application fee specified by the board.
- (6) The registration committee may set conditions on the use of the designation by applicants whose applications are approved under subsections (1) and (5).
- (7) The use of the designation authorized under subsection (1) or (5) continues if the person or firm provides to the registrar
- (a) an annual filing that establishes continued compliance with conditions set pursuant to subsection (6),
 - (b) immediate notification of any contravention of a condition set pursuant to subsection (6), and
 - (c) the annual fees prescribed by the board.

SUBMIT to CPA Alberta office

Edmonton Office

1900 TD Tower 10088 - 102 Ave
EDMONTON, AB CANADA
T. 780 424.7391 F. 780 425.8766 1 800 232.9406

Calgary Offices

800, 444 - 7 Ave SW
CALGARY, AB CANADA T2P 0X8
T. 403 299.1300 F. 403 299.1339 1 800 232.9406

Email to: Applications@CPAAlberta.ca