

**OREGON BOARD OF ACCOUNTANCY  
LICENSE REQUIREMENTS FOR  
PUBLIC ACCOUNTANTS**

**1. EXAMINATION REQUIREMENT:**

**a. Examination**

Applicants who were eligible under ORS 673.050(2) and took two sections of the CPA exam before January 1, 2002 are required to take and pass the following two sections of the CPA exam: Accounting and Reporting (ARE) and Audit;

Applicants who are eligible under ORS 673.050(2) after January 1, 2002 are required to take and pass the following three sections of the CPA exam: Financial Accounting and Reporting (FARE), Accounting and Reporting (ARE) and Business Law and Professional Responsibility (LPR)

Applicants must complete the required sections of the Uniform CPA examination within eight years preceding the application for licensing.

**b. Ethics Examination**

Pass a written examination on the Code of Professional Ethics for accountants. The following organizations each offer an exam that meets the requirement.

AICPA  
1211 Ave of the Americas  
New York, NY 10036-8775  
(212) 596-6200

Oregon Society of CPAs  
PO Box 4555  
Beaverton, OR 97076  
(503) 641-7200

**2. EXPERIENCE REQUIREMENT**

Complete one year of public accounting experience, or the equivalent, under the direct supervision of a certified public accountant, public accountant or chartered accountant who qualifies as a supervisor licensee (OAR 801-005-0010).

**a.** Qualifying experience may be obtained in the following categories:

- Attest or assurance experience;
- Experience based on Other Professional Standards;
- Industry, government, and other experience

**b.** Experience used to qualify for the CPA examination may not be used to qualify for certification.

**c.** Qualifying experience must be obtained under the supervision of a CPA or PA who has held an active license recognized by the state for at least five years prior to serving as a supervisor licensee. A Chartered Accountant may qualify as a supervisor licensee if the Chartered Accountant is licensed by a jurisdiction that is eligible for reciprocal licensing under agreement with the International Qualifications Appraisal Board (IQAB) as described under OAR 801-010-0085.

All CPAs, PAs and Chartered Accountants certificates must be active and in good standing for no less than five years prior to the period of supervision and during the period of supervision.

**d.** The person who directly supervises the applicant's experience shall certify to the board that the applicant's experience is equal to experience obtained in the practice of public accountancy in this

state. The supervisor licensee shall attest whether the applicant has achieved the seven competencies.

### 3. CORE COMPETENCIES OAR 801-010-0065

The applicant must develop a portfolio of experience that demonstrates to the satisfaction of the Board that the applicant has achieved experience in all of the following competencies:

- a. Understanding the Professional Code of Ethics, promulgated and adopted by the Board.
- b. Ability to assess the achievement of an entity's objectives by demonstrating knowledge of various business organizations, understanding of the objectives and goals of business entities, ability to develop and analyze performance measures and critical success factors, and understanding of the economic and regulatory trends that affect an entity's environment.
- c. Experience in preparing working papers that include sufficient, relevant data to support analysis and conclusions required by the applicant's work.
- d. Understanding transaction streams and information systems, including the ability to understand how individual transactions aggregate at the organizational level, to infer how transactions impact the organization as a whole, and to evaluate the integrity and reliability of various client information systems, including relevant computer aspects.
- e. Skills in risk assessment and verification demonstrated by a sufficient understanding of accounting and other information systems to (1) assess the risk of misstatement in an information system and (2) obtain sufficient, relevant data based on the risk of misstatement and the nature of the engagement to determine the appropriateness of underlying data in terms of its completeness, existence and occurrence, valuation and allocation, rights and obligations and presentation and disclosures.
- f. Skills in decision making, problem solving and critical analytical thinking, including the ability to evaluate and interpret sufficient, relevant data in a variety of engagements and settings. For example, the applicant must evaluate an entity's cash flow, profitability, liquidity, solvency, operating cycle, achievement of management's plans, accomplishment of service efforts or systems reliability.
- g. Ability to express scope of work, findings and conclusions, including the ability to determine the appropriateness of reports on financial statements, system reliability, or reports expressing scope of work, findings and conclusions.

#### **APPLICATIONS**

Send completed applications to:

**If paying by Visa or MasterCard:**

Oregon Board of Accountancy  
3218 Pringle Road SE #110  
Salem, Oregon 97302-6307  
(503) 378-2264

**If paying by Check or Money Order:**

Board of Accountancy  
Unit 05  
PO Box 4395  
Portland OR 97208-4395

Applications are also available on the Board of Accountancy website at:

<http://oregon.gov/BOA>

Questions? Call Linda at 503.378.2264 or [Linda.mclaughlin@state.or.us](mailto:Linda.mclaughlin@state.or.us)