

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.

OKLAHOMA ACCOUNTANCY BOARD

**CONTINUING PROFESSIONAL EDUCATION EXEMPTION/
APPLICATION FOR WAIVER OF REGISTRATION FEE**

AFFIDAVIT

County of _____)

ss:

State of _____)

Part I: Disabled CPE Exemption

I, _____, hold Oklahoma Accountancy Board Certificate ___/License__ (check one) Number _____ which was issued on _____, _____, which certifies me as a Certified Public Accountant or Public Accountant in the State of Oklahoma.

Pursuant to 10:15-30-8.(1)(A) of the Oklahoma Administrative Code, I am disabled beyond all gainful employment and as such, am eligible for exemption to the continuing professional education requirements of the Board. The effective date of my exempt status is _____.

I recognize that should I receive the exemption, but subsequently change my status, I will be subject to the requirements to return to active status as follows:

- For each calendar year an exemption to the CPE reporting requirement is claimed, 40 hours of CPE must be completed.
- The maximum amount of CPE required to return to active status is 120 hours, including at least 4 hours of professional ethics.
- The first 40 hours of CPE is due to the OAB within 60 days of the date of return to active status; the remaining hours will be due within one year of the date of return to active status.
- Any CPE hours earned while on inactive status during the preceding rolling 3-calendar-year period may be claimed.

Part II: Waiver of Registration Fee

I hereby apply for waiver of my registration fee as provided by the Oklahoma Accountancy Act. I understand that if this application for waiver of fees is approved I will be carried on the records of the Oklahoma Accountancy Board as not active until such time as I notify the Board in writing that my status has changed. I agree that during the period I am on waiver of fee status with the Board I will not be gainfully employed and I will not hold out to the public or practice public accounting. If my status should change, I agree to notify the Board in writing immediately.

- Over -

I further understand that before I may commence practice again I must:

- (1) Amend my registration with the Board;**
- (2) Meet the Return to Active Status requirement outlined above;**
- (3) Make application for a permit to practice (if applicable);**
- (4) Pay the applicable fee(s).**

Submit a letter from your physician with this form attesting to disabled status.

Affiant's Signature

Subscribed and sworn to before me this _____ day of _____, 20__

(SEAL)

Notary Public

My commission expires: _____

Return Form To: Oklahoma Accountancy Board
201 N.W. 63rd St., Ste. 210
Oklahoma City, OK 73116