



Information regarding extensions of CPE requirements may be found in Section 11.62(d) of the Board's Regulations, 49 Pa.Code § 11.62(d). A link to the Regulations can be found online at www.dos.pa.gov/account. To request an extension, please complete and submit this form by email to st-accountancy@pa.gov. Please include the subject as "CPE Extension Request".

[illegible]

***Please include the following:**

- Completed reporting forms, or a spreadsheet of a similar format, to list all courses and credits. A blank reporting form is attached.
- Copies of your CPE certificates. Certificates of completion are required for each CPE course.

****Please attach supporting documentation. Examples:**

- If you have a medical reason, you must include medical verification (i.e. doctor's note) for your medical issue.
- If the medical reason is for someone other than you, you must indicate the relationship and whether you are the primary caregiver of that individual.
- If you have a military reason, you must include the documentation.
- If you have exigent circumstances, you must include the documentation and/or describe in detail those circumstances.

Signature

Date

CONTINUING PROFESSIONAL EDUCATION (CPE) REPORTING FORM

Please list courses chronologically in the appropriate sections. Duplicate this form as necessary. CPE requirements can be found in 49 PA Code §11.61-11.68.

NAME:		LICENSE or APPLICATION #		EMAIL:	
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Group Courses (Group-Live and/or Group-Internet Based; includes college/university credits)

Sponsor/Provider	Sponsor #	Course Title	Date(s)	A&A	Ethics	Other	Total
Subtotals							

Self-Study Courses/Authorship (Limit 40 credits)

Sponsor/Provider	Sponsor #	Course Title	Date(s)	A&A	Ethics	Other	Total
Subtotals							

Service as Teacher, Professor, Lecturer, Speaker, or Discussion Leader (Limit 40 credits)

Sponsor/Provider	Sponsor #	Course Title	Date(s)	A&A	Ethics	Other	Total
Subtotals							

TOTALS:

Group	Self- Study/Authorship	Teaching	A&A	Ethics	GRAND TOTAL

Please upload this form as one PDF file, and combine your certificates of completion into a second PDF file. For a faster, more efficient review, please order your certificates in chronological order, as they appear on this form.

For Board Use Only

	YES	NO	N/A
ACCEPTABLE DOCUMENTATION SUBMITTED?			
Comments:			
ALL CREDITS FROM APPROVED PROVIDERS?			
Comments:			
ALL COURSES AT LEAST 50 MINUTES IN LENGTH?			
Comments:			
80 TOTAL CREDITS?			
Comments:			
NO MORE THAN 40 SELF-STUDY/AUTHORSHIP CREDITS?			
Comments:			
NO MORE THAN 40 TEACHING CREDITS?			
Comments:			
PARTICIPATED IN ATTEST – 24 A&A			
Comments:			
4 ETHICS			
Comments:			