

Chartered Professional Accountant (CPA)

What do Chartered Professional Accountants do?

“Chartered Professional Accountants are trusted by Canada's business leaders to help make the financial, strategic and leadership decisions that matter.” (CPA Ontario). CPAs work in every sector of the economy, including industry, public accounting, the non-profit sector, government, education, and private practice. The CPA designation is recognized internationally. CPAs can be involved in financial reporting, finance and taxation, strategy and governance, assurance, and information technology.

How Can I Become a CPA via CPA Ontario?

The CPA certification program consists of education, relevant experience, and the Common Final Examination (CFE). It meets/exceeds all International Federation of Accountants (IFAC) standards in these areas. Entry into the CPA Professional Education Program (CPA PEP) requires:

- a 120 credit-hour university degree
- the completion of specific courses/modules in each required subject area
- specific grades in prerequisite courses and a minimum overall average in all core courses

The UTSC BBA Specialist in Accounting currently fulfills all core/non-core courses to enter CPA PEP.

See: www.cpaontario.ca/become-a-cpa/why-cpa/prerequisites/post-secondary-institutions-entry-courses

Graduates from non-Accounting programs will have to complete additional coursework to gain admission to CPA PEP. See: www.cpaontario.ca/become-a-cpa/complete-your-designation/cpa-preparatory-courses

Note: Transcript assessments for CPA PEP enrolment take 4-6 weeks. Please review the following for important application deadlines for CPA PEP registration: www.gocpaontario.ca/submit_transcript

CPA PROFESSIONAL EDUCATION PROGRAM (PEP): PEP consists of a series of two core, two elective and two capstone modules that focus on enhancing the ability to apply knowledge, values, ethics and attitudes in a professional context. The program takes two years to complete on a part-time basis.

PRACTICAL EXPERIENCE: The CPA certification program requires completion of relevant practical experience. The knowledge and competencies gained through practical experience complement those developed through education. Experience can be gained in a range of relevant jobs (see below).

There are two options for reporting your experience to CPA Ontario.

CPA Pre-Approved Programs Route (PPR): Students can gain relevant experience via employers who have been pre-approved by CPA Ontario. These training programs are designed for students to meet their practical experience requirements within 30 months.

Experience Verification Route (EVR): This flexible route allows students to demonstrate competencies in a qualifying employment context and in a qualifying role.

- **Previous and International Experience including Co-op:** Prior experience (up to a maximum of 12 months) may be recognized as qualifying practical experience.

See: www.cpacanada.ca/en/become-a-cpa/cpa-designation-practical-experience-requirements-overview/cpa-practical-experience-overview-for-studentscandidates

COMMON FINAL EXAM (CFE): PEP concludes with the CFE, which is a three-day examination requiring students to demonstrate depth and breadth of competency development in accordance with the CPA Competency Map. See: www.cpaontario.ca/become-a-cpa/complete-your-designation/cpa-pep-cfe

How Can I Gain Relevant Experience or 'Sell' Myself to a Pre-Approved Training Programs?

- Learn how to find work through our [24/7 online workshops](#) like the *Jobs for Grads Orientation*
- Attend employer information sessions and job fairs: log into clnx.utoronto.ca and click on Events & - Workshops - Scarborough - AA&CC for upcoming events
- Learn about *Volunteering and Internships*): www.utsc.utoronto.ca/aacc/tip-sheets
- Part-time and summer jobs are a great way to gain experience – see the Jobs board in CLN
- Speak with a Career Counsellor / Strategist in the AA&CC

Start Early!

Recruitment in accounting is fairly cyclical. Internship and long-term positions are often posted in **August** (for the following summer, 8 months later!) and **December**. We recommend that you connect with AA&CC staff and resources to ensure that you are ready to job search.

Work Study (on-campus) positions can provide opportunities for gaining skills that you can apply to accounting. They are posted in **August** for Fall-Winter and **April** for Summer in CLNx.

The [SCSU](#) also hires Tax Associates every year to help students file their income taxes!

Get Involved on Campus!

- Participate in volunteer and co-curricular activities that demonstrate your skills and ongoing interest in a career in accounting
 - Consider joining DECA or MESA (Management & Economics Students' Association) to enhance your skills in, and knowledge of, the world of business
 - Visit: <https://ulife.utoronto.ca> for information about student clubs, organizations and activities
- Compete for leadership positions in volunteer and co-curricular activities especially for roles in which you will manage a small budget or otherwise be responsible for finances
 - Become an **Ambassador with CPA Ontario** to gain leadership skills, demonstrate professionalism and network with employers. Visit: www.gocpaontario.ca/ambassadors/board-of-ambassadors

Do You Need to Improve Your Grades to meet the CPA requirements?

Visit the AA&CC and the Centre for Teaching & Learning (CTL) to enhance your study skills and math/stats skills.

Have you heard about the Master of Accounting and Finance at UTSC?

Learn more at www.utsc.utoronto.ca/mgmt/maccfin

Where Can I Find More Information on Becoming a CPA?

Chartered Professional Accountants Ontario
www.gocpaontario.ca/becomecpa
Your Path to Becoming a Student with CPA Ontario:
www.gocpaontario.ca/submit_transcript
CPA Ontario Member Benefits, like a Job Board:
www.cpaontario.ca/cpa-members
Chartered Professional Accountants Canada
www.cpacanada.ca

Sean Mullin, UTSC Campus Lead for CPA Ontario
smullin@cpaontario.ca or 416-962-1841
Sean is on campus every 2-3 weeks!



Please note: While this tip sheet aims to ensure accuracy, requirements do change. Consider it a starting point for your further research. Visit the websites above for detailed, up-to-date information about requirements and application procedures.