

The information on this form is collected, stored and used in accordance with any privacy legislation in the province to which you are applying, and is collected for the purpose of processing your application for membership. Questions or concerns about the collection and use of the information should be directed to the Privacy Officer of the provincial/regional CPA body of which you are requesting membership. Contact information is available on page 5 of this form.

Complete the form and send to the province/region where you intend to seek registration.

**A. PERSONAL INFORMATION\***

Title: Mr.  Ms.  Mrs.  Miss  Other/Prefer not to answer  Gender identity: F  M  Other

Registered Name: (Attach proof of legal name)

Family name:

Given name(s):  Birth date: (mm/dd/yyyy)

Former Legal Name (name under which the professional accounting qualification of the accounting body outside Canada was gained if different from Registered Name indicated above):

E-mail:

Check if this is your preferred email address

Postal address:  Unit:

City:  Province/State:

Postal/Zip Code:  Country:

Residential Phone:  Residential Fax:

Check if this is your preferred mailing address

**B. CURRENT EMPLOYMENT**

Employer Name:  Position Title:

Employer Address:  Unit:

City:  Province/State:

Postal/Zip Code:  Country:

Employment Phone:  Employment Fax:

Employment Email:

Check if this is your preferred mailing address  Check if this is your preferred email address

\*It is your responsibility to keep your contact information current with your CPA body. By providing an email address, you will receive important regulatory communications by email.

**C. REGISTRATION**

I intend to seek registration in the province/region of:

Have you previously been an applicant or registrant of another provincial/regional CPA body? Yes  No

If the answer is Yes, please specify which CPA body:

**D. LANGUAGE PREFERENCE**

All documents must be in French or English if you applying in Quebec or New Brunswick, and in English if you are applying in all other provinces/regions.

I understand and can speak and write in: English  French  Both English and French

**E. PROFESSIONAL ACCOUNTANCY QUALIFICATIONS**

List the details of your Professional Accountancy qualifications.

Name of professional accounting body	Membership number and designation	Date of the final exam passed (mm/dd/yyyy)	Country or State in which the designation was earned	Date admitted as member (mm/dd/yyyy)	Last date as member in good standing (mm/dd/yyyy)

**F. EDUCATION INFORMATION**

Starting with the most recent, please list the details of your post-secondary education, including all colleges, universities and institutions you attended.

Degree(s) (BCOMM, BA, etc.)	Name of institution, city and country	Date received (mm/dd/yyyy)

**G. PRE-QUALIFICATION EXPERIENCE**

Starting with the most recent, provide the following information as it pertains to your relevant work experience prior to earning your accounting credential. Attach separate page(s) if more space is required..

Country and/or state where you obtained experience	Employer name	Position and nature of experience	Duration of experience (mm/yyyy to mm/yyyy)

**H. POST-QUALIFICATION EXPERIENCE**

Starting with the most recent, provide the following information as it pertains to your relevant work experience after earning your accounting credential. Attach separate page(s) if more space is required.

Country and/or state where you obtained experience	Employer name	Position and nature of experience	Duration of experience (mm/yyyy to mm/yyyy)

**I. LICENSURE / AUTHORIZATION TO PRACTICE**

If you intend to practice public accounting, contact the provincial/regional CPA body in which you intend to practice, as public accounting eligibility requirements vary by jurisdiction.

**J. PERMISSION TO WORK OR STUDY IN CANADA**

Are you lawfully permitted to work or study in Canada?

Yes  No

Are you lawfully permitted to work or study in Bermuda? (if applicable)

Yes  No

**K. APPLICANT'S CHARACTER**

PLEASE USE A SEPARATE SHEET TO EXPLAIN ANY 'YES' ANSWERS	YES	NO
Have you ever been convicted of a criminal offence or other similar offence for which a pardon has not been granted or are there any charges pending against you?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever had a professional licence or permit suspended or revoked as a result of a disciplinary matter?	<input type="checkbox"/>	<input type="checkbox"/>
Are you, or have you ever been, subject to a disciplinary decision by a regulatory body, or a professional body?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been expelled from a professional society or institute?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever made an assignment in bankruptcy, been declared bankrupt or taken the benefit of any statutory provision for insolvency?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been found guilty of a violation of securities regulatory authority legislation or tax authority legislation?	<input type="checkbox"/>	<input type="checkbox"/>

I declare that the above information and all other information given in this application are true and correct. I acknowledge and agree that it is my responsibility to provide the CPA body with all required information and documentation acceptable to the CPA body and to pay to the CPA body the applicable fee for this application. I further acknowledge and agree that the CPA body may not consider this application to be complete in all respects and may not process, assess or accept this application if any of the required information or documentation acceptable to the CPA body has not been filed with the CPA body or if the applicable fee has not been paid to the CPA body. I hereby certify that the personal information I have provided to the CPA body is accurate and has been freely given. I authorize the CPA body to verify the information provided or to obtain from the organizations concerned any information relevant to this application.

I understand that any false or misleading statement contained in my application may be used by the CPA body in any proceeding respecting the validity of my application or my status as an international applicant with the CPA body.

I undertake that, if I am admitted as a member, I will be governed by the CPA Act, Bylaws, Bylaw Regulations, and Rules/Code of Professional Conduct, as may be amended from time to time.

Upon admission to membership, I understand and authorize that information provided on this form will form part of my member record and will be used by the CPA provincial/regional body for administration purposes. I understand that all information will be treated confidentially.

Print Name

Signature

Date (mm/dd/yyyy)

**REQUIRED DOCUMENTATION**

***Proof of legal name***

All applicants are required to provide proof of legal name (i.e. birth certificate, passport, or while neither Canadian citizenship nor landed immigration status is required to be accepted as an applicant, Canadian citizenship or landed immigrant identification card may be provided).

Please provide an affidavit sworn before a commissioner of oaths or notary public as documentation of proof of a change in the legal name, such as a legal change of name document issued by a government or government authority, a court order or decision, or a marriage or divorce certificate that shows both the former legal name and the current legal name.

All applicants must provide full details of their certification by a US state board of accountancy or of membership in an accounting body outside Canada. The state board or other accounting body is to return the completed document directly to the CPA body.

Applicants may wish to supplement the completed form with additional information showing how they meet the competencies required.

Contact the provincial/regional CPA body in which you want to apply to obtain details relating to your application.

Chartered Professional Accountants of Alberta  
900 TD Tower  
10088 - 102 Avenue  
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Toll free: +1 780.424.7391  
Fax: +1 780.425.8766  
Email: [info@cpaalberta.ca](mailto:info@cpaalberta.ca)  
Web site: [www.cpaalberta.ca](http://www.cpaalberta.ca)

Chartered Professional Accountants of Bermuda  
Penboss Building  
50 Parliament Street, Hamilton HM 12  
Bermuda  
Phone: +1 441.292.7479  
Fax: +1 441.295.3121  
Email: [info@cpabermuda.bm](mailto:info@cpabermuda.bm)  
Web site: [www.cpabermuda.bm](http://www.cpabermuda.bm)

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800 – 555 West Hastings Street  
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Fax: +1 604.681.1523  
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Web site: [www.bccpa.ca](http://www.bccpa.ca)

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1675 One Lombard Place  
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Phone: +1 204.943.1538  
Toll Free: 1 800.841.7148 (within Manitoba)  
Fax: +1 204.943.7119  
Email: [era@cpamb.ca](mailto:era@cpamb.ca)  
Web site: [www.cpamb.ca](http://www.cpamb.ca)

Chartered Professional Accountants of New Brunswick  
602 – 860 Main Street  
Moncton, New Brunswick E1C 1G2  
Phone: +1 506.830.3300  
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Email: [info@cpanewbrunswick.ca](mailto:info@cpanewbrunswick.ca)  
Web site: [www.cpanewbrunswick.ca](http://www.cpanewbrunswick.ca)

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and Labrador  
500 – 95 Bonaventure Avenue  
Suite 500  
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Phone: +1 709.753.3090  
Fax: +1 709.753.3609  
Web site: [www.cpanl.ca](http://www.cpanl.ca)

Chartered Professional Accountants  
of the Northwest Territories and Nunavut  
Phone: +1 867.873.5020  
Fax: +1 867.873.4469  
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Chartered Professional Accountants of Nova Scotia  
300 – 1871 Hollis Street  
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Halifax, Nova Scotia B3J 0C3  
Phone: +1 902.425.7273  
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Web site: [www.cpans.ca](http://www.cpans.ca)

Chartered Professional Accountants of Ontario  
69 Bloor Street East  
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E-mail: [ITARegistration@cpaontario.ca](mailto:ITARegistration@cpaontario.ca)  
Web site: [www.cpaontario.ca](http://www.cpaontario.ca)

Chartered Professional Accountants of Prince Edward Island  
600 – 97 Queen Street  
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Charlottetown, Prince Edward Island C1A 7K7  
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Web site: [www.cpapei.ca](http://www.cpapei.ca)

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Fax: +1 514.843.8375  
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