

Memorandum

October 3, 2017

From: Director of Online & Continuing Education
To: Academic Department Chair
Academic Dean
Provost/VP Academic Affairs

Subj: PROFESSIONAL LICENSURE/CERTIFICATION DISCLOSURE

Please review the Professional Licensure/Certification requirements for Certified Public Accountant (CPA) in the state of Minnesota below. At the end of the document please indicate if NSU degree/certificate programs meet or do not meet these requirements.

State	Minnesota
Professional Licensure/Certification Title	Certified Public Accountant
Professional Licensure/Certification Short Title/Acronym	CPA
PLC Agency	Minnesota Board of Accountancy
PLC Agency Address (Address)	85 E 7th Place
PLC Agency Address (Address2)	Suite 125
PLC Agency Address (City), (State), Zip Code	St Paul MN 55101-2143
PLC Agency Contact Name	Holly Salmela
PLC Agency Point of Contact Title	Stat Program Administrator
PLC Agency Contact Phone	(651) 757-1520
PLC Agency Contact Email	holly.a.salmela@state.mn.us
PLC Agency Website URL	http://www.boa.state.mn.us/
Links to Rules/Regulations/Statutes	http://www.boa.state.mn.us/Licensing/rules.html
Parent Agency Name	
Reciprocity Agreement?	No
Is the PLC Agency a member of a Reciprocity or Regional/National Compact	
Does the PLC Agency require educational institutions be approved in the state where the individual will apply for PLC?	No
URL for approval process information	
Accreditation required for Degree-Granting Institutions	Yes - Regional (HLC, SACS, MSCHE, etc.)

Degree Requirements to be eligible for Professional Licensure/Certification	Bachelor Degree						
The PLC Agency requires specific type of Education Hours to be eligible for PLC	Semester Credit Hours Other: 150						
Total Credit Hours above/Post Education Hours Required to be eligible for PLC							
Specific Education Undergraduate Requirements	<p>1105.2900 EDUCATION REQUIRED FOR INITIAL CERTIFICATION ON OR AFTER JULY 1, 2006. A. Applicants who meet the requirements of part 1105.1500, subpart 1, item A, B, or C, are presumed to have completed the education requirements of Minnesota Statutes, section 326A.03, subdivision 6, if 150 semester hours or 225 quarter hours have been completed. B. Applicants who meet the requirements of part 1105.1500, subpart 1, item D, and have in total at least 150 semester hours from an accredited educational institution are presumed to have completed the educational requirements of Minnesota Statutes, section 326A.03, subdivision 6, if the 150 hours completed include at least the following:</p> <table border="0"> <tr> <td>Subject Matter</td> <td>Semester Hours</td> </tr> <tr> <td>Upper division or graduate-level courses in financial accounting, auditing, taxation, and management accounting</td> <td>24</td> </tr> <tr> <td>Undergraduate or graduate-level courses in business-related subjects or accounting (not including elementary-level accounting courses or courses used to satisfy the previous 24-hour requirement in this item)</td> <td>24</td> </tr> </table> <p>C. The 48-semester hour requirement in item B may not include more than six hours for internships or life experience. § D. The 150-semester hour requirement in items A and B must cover some or all of the following subjects: (1) accounting-related subjects: (a) financial accounting and reporting for business organizations; (b) financial accounting and reporting for government and not-for-profit entities; (c) auditing and attestation services; (d) managerial or cost accounting; (e) taxation; (f) fraud examination; (g) internal controls and risk assessment; (h) financial statement analysis; (i) accounting research and analysis; (j) tax research and analysis; (k) accounting information systems; and (l) ethics; and (2) business-related subjects: (a) business law; (b) economics; (c) management; (d) finance; (e)</p>	Subject Matter	Semester Hours	Upper division or graduate-level courses in financial accounting, auditing, taxation, and management accounting	24	Undergraduate or graduate-level courses in business-related subjects or accounting (not including elementary-level accounting courses or courses used to satisfy the previous 24-hour requirement in this item)	24
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Undergraduate or graduate-level courses in business-related subjects or accounting (not including elementary-level accounting courses or courses used to satisfy the previous 24-hour requirement in this item)	24						

	business communications; (f) statistics; (g) quantitative methods; (h) technical writing; (i) information systems or technology; and § (j) ethics.
Specific Education Graduate Requirements	
Does the PLC Agency regulate Post-Licensure/Certification programs?	No
Advanced Degree PLC Information	
URL to agency responsible for approving Post Education Licensure degree programs	
Does PLC Agency approval of a program for an advanced degree indicate eligibility to practice in that capacity	No
Agency Name and URL responsible for determining eligibility to practice	Minnesota Board of Accountancy - http://www.boa.state.mn.us
What additional PLC Agency/State requirements must be met in order to practice in that capacity	
PLC Agency requires faculty/instructors to be licensed in the Licensing/Certification state to teach	Minnesota Board of Accountancy - http://www.boa.state.mn.us
Does PLC Agency require Practicum/Internships/Field Work/Clinicals (PIFWC)?	
PIFWC Required to be eligible for PLC	1 year
PIFWC Requirement Details	All candidates for a Minnesota license must have one full year of experience. What is meant by "one full year" and what type of experience qualifies is defined in MN Rules 1105.2600. Your experience must be verified by an Active status CPA with a valid certificate (as defined by MN Rules 1105.6550 Part A) or an unexpired Inactive CPA. That verifying CPA need not necessarily be from Minnesota; they simply must meet the definition in MN Rules referenced in this section and be able to confirm the experience you report to the Board as part of the application process.
Does the PLC Agency or State require prior notification for PIFWC	No
Do Clinical instructors need to be licensed to supervise PIFWC?	
PIFWC hours	

PIFWC setting	
PIFWC period	
PIFWC Supervisor requirements/qualifications	
Examinations Required	Yes
1. Examination Title	Uniform AICPA Examination
2. Examination Title	
3. Examination Title	
4. Examination Title	
5. Examination Title	
6. Examination Title	
7. Examination Title	
8. Examination Title	
9. Examination Title	
10. Examination Title	
PLC Agency Requires:	

The NSU Bachelor of Science Professional Accountancy program

Meets Minnesota Certified Public Accountant (CPA) PLC requirements.

DOES NOT meet Minnesota Certified Public Accountant (CPA) PLC requirements.

Additional information is needed to make determination:

Department Chair Approval **APPROVAL CHAIR 11/01/17**

Dean Approval **APPROVAL DEAN 11/01/17**

Provost/VPAA Approval **APPROVAL PROVOST/VPAA 11/02/17**

Website disclosure pages updated.

Director, Online & Continuing Education Review