

Public Accounting Licensing Requirements

The CPA Nova Scotia Public Accounting Licensing Requirements should be interpreted in conjunction with the *Chartered Professional Accountants Act (Nova Scotia)*, the *CPA Nova Scotia By-Laws* and the *CPA Nova Scotia Code of Professional Conduct*, as there are additional requirements including Continuing Professional Development (“CPD”), and firm registration that apply.

Audit Licence (Full Licence):

For the purposes of CPA Nova Scotia licensing requirements, the offering of the following services requires an Audit Licence:

Audit engagements and any other assurance engagement governed by the standards of professional practice of Chartered Professional Accountants of Canada, as amended from time to time, or other Canadian standards published by Chartered Professional Accountants of Canada, or corresponding standards established in a jurisdiction outside of Canada including, but not limited to, the following services:

1. Audit of historical financial information and all related opinions, declarations, consents or other related reports;
2. Assurance engagements other than an audit or review of historical financial information where an opinion, compliance or other attestations was provided. This may include, but is not limited to, reporting on controls, compliance with agreements and audit of a candidate in an election;
3. Review of historical financial information and all related opinions, consents, declarations or other related reports; and
4. Agreed-Upon Procedures.

Review Licence (Limited Services):

For the purposes of CPA Nova Scotia licensing requirements, the offering of the following services requires a Review Licence:

1. Review Engagements of historical financial information and all related opinions, consents, declaration, or other related reports; and
2. Agreed-Upon Procedures.

For more information and a complete listing refer to **Appendix A - CPA Canada Handbook Mapping to the Public Accounting Definition.**

Section 1. Initial Licence Requirements

This section applies to members who have met all the requirements to practice public accounting and are applying to practice public accounting for the first time.

Section 2. Re-entry Requirements for Members who Previously Held a Public Accounting Licence

This section applies to members who previously held a public accounting licence and wish to return to the practice of public accounting. The requirements will vary depending on the length of time that the member has not been active in the practice of public accounting.

Section 3. Licensing Requirements for Members Not Included in Section 1 or 2

This section will apply to all members who do not meet **Section 1** or **Section 2** above.

For greater clarity, this includes:

- Members who do not qualify for an initial public accounting licence under **Section 1**.
- Members who do not meet the re-entry requirements under **Section 2**.
- Members who have qualified for a Review Licence and are now seeking an Audit Licence.
- Members who obtained their membership through an International Accounting Body, which holds a Mutual Recognition Agreement (“MRA”), Reciprocal Membership Agreement (“RMA”) or Memorandum of Understanding (“MOU”) that is recognized by CPA Nova Scotia.
- Members who are seeking an affiliate licence.

Other Requirements and Conditions:

All applicants seeking an audit licence must comply with International Education Standard 8 (“IES 8”). IES 8 outlines the professional competence that a professional accountant is required to develop and maintain to perform the role of an engagement partner responsible for audits of financial statements. The standard requires members who hold an audit licence be able to demonstrate their professional competence through specific learning outcomes, including in the following competency areas: technical competence, professional skills, professional values, ethics and attitudes. See our website for more information on the specific requirements for IES 8.

Specific Licensing Requirements depend on Education and Experience Background (Pathways)

The Public Accounting Licensing Requirements vary depending on the pathway to membership. The requirements for licensure depend on the applicant's education and experience. See **Appendix B** for an assessment of various designations and the specific education provided therein.

All members fall into 1 of 3 pathways, which are summarized as follows:

Designation	Education Pathway	Work Experience	Applicable Section
Initial Licence Requirements			
CPA	CFE with Depth in Financial Reporting & Depth in Assurance Role; Completed Assurance & Tax Electives	1,250 Assurance Hours at a PPTO*	Section 1
CPA, CA	Uniform Final Exam (UFE)	1,250 Assurance Hours at a PPTO*	Section 1
CPA, CGA	CGA Assurance 2 & CGA Tax 2; CPA PA1 (qualified in 1999 or later)	1,250 Assurance Hours at a PPTO*	Section 1
Re-entry Requirements for Members who Previously Held a Public Accounting Licence			
CPA	CFE with Depth in Financial Reporting; Depth in Assurance Role; Completed Assurance & Tax Electives	Recent Hours at a PPTO*	Section 2
CPA, CA	Uniform Final Exam (UFE)	Recent Hours at a PPTO*	Section 2
CPA, CGA	CGA Assurance 2 & CGA Tax 2 CPA PA1 (qualified in 1999 or later)	Recent Hours at a PPTO*	Section 2
Licensing Requirements for Members Not Included in Section 1 or Section 2			
CPA	CFE with Depth in Financial Reporting & Depth in Assurance Role; Completed Assurance & Tax Electives	Insufficient Assurance Hours at a PPTO*	Section 3
CPA, CA	UFE	Insufficient Assurance Hours at a PPTO*	Section 3
CPA, CGA	CGA Assurance 2 & CGA Tax 2 CPA PA1 (qualified in 1999 or later)	Insufficient Assurance Hours at a PPTO*	Section 3
CPA, CMA	CMA Certification	1,250 Assurance Hours at a PPTO*	Section 3
CPA	Qualified via advanced standing with an International Accounting Body	Various	Section 3
All other Members	Various	Various	Section 3

* A Pre-approved training office ("PPTO") offers candidates a pre-approved program route in public practice that has been approved by CPA Nova Scotia.

Section 1. Initial Licence Requirements

This section applies to members who have completed the CPA program or qualified legacy program in a CPA Canada jurisdiction. CPAs who come into membership via advanced standing from an internationally recognized designation are required to proceed to **Section 3.3**.

1.1 INITIAL AUDIT LICENCE

1. Education requirements:

- a. Met the education qualifications for an audit licence as outlined below:
 - i) CPA Program
 - (1) Successfully completed the Common Final Exam (“CFE”) and achieved CFE depth in Financial Reporting and CFE depth in the Assurance Role; and
 - (2) Successfully completed the Assurance and Tax electives in the CPA Program.
 - ii) Legacy CA Program
 - (1) Met the education qualifications as a qualified legacy member; and
 - (2) Successfully completed the Uniform Final Exam.
 - iii) Legacy CGA Program
 - (1) Met the education qualifications as a qualified legacy member; and
 - (2) Successfully completed the PA1 Program with CGA Assurance 2 and Tax 2.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the audit licence.

2. Experience requirements:

- a. Must have completed the practical experience requirements in a PPTO and have met the experience requirements as per the CPA Canada Competencies Development Map for Public Accounting or qualified legacy program;
- b. Must have a minimum of 1,250 chargeable hours in assurance, of which a minimum of 625 hours must be in the audit of historical financial information; and
- c. Must achieve and maintain the experience requirements in the most recent five-year period.

1.2 INITIAL REVIEW LICENCE:

1. Education requirements:

- a. Met the education qualifications for a review licence as outlined below:
 - i) CPA Program
 - (1) Successfully completed the Common Final Exam (“CFE”) and achieved CFE depth in Financial Reporting and CFE depth in the Assurance Role; and
 - (2) Successfully completed the Assurance and Tax electives in the CPA Program.
 - ii) Legacy CA Program
 - (1) Met the education qualifications as a qualified legacy member; and
 - (2) Successfully completed the Uniform Final Exam.
 - iii) Legacy CGA Program
 - (1) Met the education qualification as a qualified legacy member; and
 - (2) Successfully completed the PA1 Program with CGA Assurance 2 and Tax 2.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the review licence.

2. Experience requirements:

- a. Must have completed the practical experience requirements in a PPTO and have met the experience requirements as per the CPA Canada Competencies Development Map for Public Accounting or qualified legacy program;
- b. Must have a minimum of 1,250 chargeable hours in assurance, of which a minimum of 625 hours must be in the assurance of historical financial information; and
- c. Must achieve and maintain the experience requirements in the most recent five-year period.

Additional requirements may be necessary depending on the individual application under Section 1.1 and 1.2.

The following will be considered by the Committee in determining individual requirements:

- The member's recent work history and gaps in experience, if any.
- The member's support system within firm, if any.
- Specifics as to the type of audit engagements the applicant has worked on recently related to their intended area of practice.
- Any other relevant risk factors as determined by the Committee.

The Committee may require any combination of the following in addition to the above criteria:

- **Prescribed CPD.** This will likely be required and will depend on the area of practice the member wishes to perform and the recent CPD completed. The CPD plan will be determined by the Committee, and it is recommended that the applicant work with the Director of Professional Standards in advance of the application to create a professional development plan.
- **Engagement Quality Review (EQR) performed by a pre-approved Licensed Public Accountant.** The selected Licensed Public Accountant must be pre-approved by the Director of Professional Standards.
- **External supervision on all assurance engagements.** The supervision will continue until a licensed supervising member ("Approved Supervisor") is prepared to sign-off on the *Approved Supervisor Declaration* form and the Committee determines that supervision is no longer required. At that time, the Committee will reassess the application and the work experience to determine if further restrictions or conditions are required. The Approved Supervisor performing the supervision must be pre-approved by the Director of Professional Standards. Any costs associated with the Approved Supervisor during the external supervision period are at the applicant's expense.
- **Supervision on all assurance engagements by an Approved Supervisor from within the applicant's firm.** The supervision period will continue until the supervisor is prepared to sign-off on the *Approved Supervisor Declaration* form and the Committee determines supervision is no longer required. At that time, the Committee will reassess the application and the work experience to determine if further restrictions or conditions are required. The Approved Supervisor performing the supervision must be pre-approved by the Director of Professional Standards.

Section 2. Re-entry Requirements for Members who Previously Held a Public Accounting Licence

Section 2.1 & 2.2 applies to members who previously held a public accounting licence, are re-entering public accounting with less than a five-year absence and have continued to meet the minimum hourly renewal requirements under the *Public Accounting Licence Renewal Requirements*.

Section 2.3 & 2.4 applies to members who have previously held a public accounting licence and have more than a five-year absence or less than a five-year absence and have not maintained the minimum hourly requirement under the *Public Accounting Licence Renewal Requirements*.

2.1 AUDIT LICENCE – with less than a 5-year absence from public accounting:

1. Education requirements:

- a. Met the education qualifications for an audit licence as outlined in **Section 1**.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the audit licence.

2. Experience requirements:

- a. Previously held an audit licence; and
- b. Met the experience requirements for an audit licence as outlined in **Section 1**.
- c. If the applicant has less than a five-year absence, the applicant must be able to demonstrate recent relevant experience by meeting the minimum hourly requirements under the *Public Accounting Licence Renewal Requirements*, otherwise **Section 2.3** applies.

2.2 REVIEW LICENCE - with less than a 5-year absence from public accounting:

1. Education requirements:

- a. Met the education qualifications for a review licence as outlined in **Section 1**.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the review licence.

2. Experience requirements:

- a. Previously held a review licence; and
- b. Met the experience requirements for a review licence as outlined in **Section 1**.

- c. If the applicant has less than a five-year absence, the applicant must be able to demonstrate recent relevant experience by meeting the minimum hourly requirements under the *Public Accounting Licence Renewal Requirements*, otherwise **Section 2.4** applies.

2.3 AUDIT LICENCE – Re-entry with more than a five-year absence from public accounting or less than a five-year absence and have not maintained the minimum hourly requirements under the *Public Accounting Licence Renewal Requirements*.

1. Education requirements:

- a. Met the education qualifications for an audit licence as outlined in **Section 1**.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the audit licence.

2. Experience requirements:

- a. Previously held an audit licence;
- b. Met the experience requirements for an audit licence as outlined in Section 1; and
- c. Completed one year under the supervision at a PPTO (or another registered firm with a licensed public accountant approved by the Director of Professional Standards), where at least 250 chargeable hours in the audit of historical financial information are obtained. An *Approved Supervisor Declaration* form must be completed and requires the applicant to have completed 12 months under the supervision of a licensed member.

2.4 REVIEW LICENCE - Re-entry with more than a five-year absence from public accounting or less than a five-year absence and have not maintained the minimum hourly requirement under the *Public Accounting Licence Renewal Requirements*.

1. Education requirements:

- a. Met the education qualifications for a review licence as outlined in **Section 1**.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the review licence.

2. Experience requirements:

- a. Previously held a review licence;
- b. Met the experience requirements for a review licence as outlined in **Section 1**; and

- c. Completed one year under the supervision at a PPTO (or another registered firm with a licensed public accountant approved by the Director of Professional Standards) where at least 250 chargeable hours in the assurance of historical financial information are obtained. An *Approved Supervisor Declaration* form must be completed and requires the applicant to have completed 12 months under the supervision of a licensed member; or
- d. In circumstances where the risk to the public is acceptable to the Committee, confirmation of arrangements with a licensed public accountant to perform pre-issuance file inspections on a minimum of the first two review engagements, may be expected. For greater clarity, an Engagement Quality Control (EQR) or file inspection must be performed by a **Licensed Public Accountant**. The selected **Licensed Public Accountant** must be pre-approved by the Director of Professional Standards.

Additional Requirements may be necessary depending on individual application. This applies to Section 2.1 through to Section 2.4

The following will be considered by the Committee in determining individual requirements:

- The member's recent work history and gaps in experience, if any.
- The member's support system within firm, if any.
- The specifics as to what type of audit engagements the applicant has worked on recently related to their intended area of practice.
- Any other relevant risk factors as determined by the Committee.

The Committee may require any combination of the following in addition to the above criteria:

- **Prescribed CPD.** This will likely be required and will depend on the area of practice the member wishes to perform and the recent CPD completed. The CPD plan will be determined by the Committee and it is recommended that the applicant work with the Director of Professional Standards in advance of the application to create a professional development plan.
- **Engagement Quality Review (EQR) performed by a pre-approved Licensed Public Accountant.** The selected **Licensed Public Accountant** must be pre-approved by the Director of Professional Standards.

- **External supervision on all assurance engagements.** The supervision will continue until the supervisor is prepared to sign-off on the *Approved Supervisor Declaration* form and the Committee determines that supervision is no longer required. At that time, the Committee will reassess the application and the work experience to determine if further restrictions or conditions are required. The Approved Supervisor must be pre-approved by the Director of Professional Standards. Any costs associated with Approved Supervisor during the external supervision period are at the applicant's expense. This requirement is more likely for applicants who are seeking an Audit Licence and have been out of practice for more than 5 years and wish to offer services as a sole practitioner or through a firm without another Public Accountant.
- **Supervision of all assurance engagements by a pre-approved supervisor from within the applicant's firm.** The supervision period will continue until the supervisor is prepared to sign-off on the *Approved Supervisor Declaration* form and the Committee determines supervision is no longer required. At that time, the Committee will reassess the application and the work experience to determine if further restrictions or conditions are required. The Approved Supervisor performing the supervision must be pre-approved by the Director of Professional Standards.

Section 3. Licensing Requirements for Members Not Included in Section 1 or Section 2

3.1 AUDIT LICENCE (REVIEW LICENCE):

CPA members who obtained their designation or legacy designation in a Canadian jurisdiction and do not qualify for a public accounting licence under **Section 1** or **Section 2** will be subject to the following requirements.

1. Education requirements:

- a. Successfully completed one of the following:
 - i. CPA Program including:
 - 1) Successfully completed the Common Final Exam (“CFE”) and achieved CFE depth in Financial Reporting and CFE depth in the Assurance Role; and
 - 2) Successfully completed the Assurance and Taxation Electives in the CPA Program.
 - ii. Legacy CA Program including:
 - 1) Met the education qualifications as a qualified legacy member; and
 - 2) Successfully completed the Uniform Final Exam.
 - iii. Legacy CGA Program including:
 - 1) Met the education qualification as a qualified legacy member; and
 - 2) Successfully completed the PA1 Program with CGA Assurance 2 and Tax 2.
 - iv. The Post Designation Public Accounting (PDPA) exam.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the audit licence (review licence).

2. Experience requirements:

- a. Demonstrate that they have met the profession’s practical experience requirements for public accounting. This entails two years post designation experience within the last five years under supervision at a PPTO (or another registered firm with a licensed public accountant approved by the Committee) in the member’s intended area of practice. Up to 18 months of experience earned pre-qualification in a path approved to train applicants in audit or assurance may be recognized if it was earned in the preceding five-year period. An *Approved Supervisor Declaration* form must be completed and submitted by an Approved Supervisor.

- b. Must have a minimum of 1,250 chargeable hours in assurance, of which a minimum of 625 hours must be in the audit of historical financial information (assurance of historical financial information) for the audit licence (review licence); and
- c. Must achieve and maintain the experience requirements in the most recent five-year period.
- d. In circumstances where the risk to the public is acceptable to the Committee, the practical experience requirement may be earned in less than the preceding five-year period provided the minimum chargeable hours requirement is met. If acceptable to the Committee, the applicant must complete not less than 12 months under the supervision at a PPTO (or another registered firm with a licensed supervising member approved by the Committee), where at least 250 chargeable hours in the audit of historical financial information (or assurance of historical financial information) in the member's intended area of practice are obtained. An *Approved Supervisor Declaration* form must be submitted that requires the applicant to have completed not less than 12 months under the supervision of an Approved Supervisor.

3.2 AUDIT LICENCE – Qualified Review Licensees looking to upgrade to an Audit Licence.

CPA members who hold a review licence and wish to upgrade to an **audit licence** will be subject to the following requirements:

1. Education requirements:

- a. Members who qualified for the review licence have met the education and examination requirements, so there is no further education requirement.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the audit licence.

2. Experience requirements:

- a. 1,250 chargeable hours in assurance, of which a minimum of 625 hours must be in the audit of historical financial information, in their intended area of practice. Members who qualified for the review licence should also have met the experience requirement, except for the 625 hours in the audit of historical financial information. Members will need to gain additional audit experience to reach the required minimum of 625 hours of experience in the audit of historical financial information.
- b. Must achieve and maintain the experience requirements in the most recent five-year period.
- c. It is recommended that members complete one year under the supervision of a licensed member in the intended area of practice, where at least 250 chargeable hours in the audit of historical financial information are obtained. An *Approved Supervisor Declaration* form should be submitted where an applicant has completed 12 months under the supervision of an Approved Supervisor.

3.3 AUDIT LICENCE (REVIEW LICENCE) - CPAs who qualified for membership through an International Pathway.

CPA members who qualified to membership through a Reciprocal Membership Agreement (RMA), a Mutual Recognition Agreement (MRA) or a Memorandum of Understanding (MOU) are eligible for a public accounting licence when certain education and experience requirements are met.

RMA and MRA Pathway to Licensure:

An **RMA** is an agreement that provides the right to membership between the two accounting bodies.

CPA Canada entered an RMA on behalf of all Canadian CPA bodies with the following GAA Member Bodies:

- Chartered Accountants Australia and New Zealand (CA ANZ)
- Chartered Accountants Ireland (CA Ireland)
- Institute of Chartered Accountants of Scotland (ICAS)
- Institute of Chartered Accountants in England and Wales (ICAEW)
- Hong Kong Institute of Certified Public Accountants (HKICPA)
- The South African Institute of Chartered Accountants (SAICA)

CPA Canada entered an RMA on behalf of all Canadian CPA bodies with the Institute of Chartered Accountants of Zimbabwe (ICAZ).

An **MRA** agreement specifies the right to membership and the right to practice public accounting between the two accounting bodies.

CPA Canada entered an MRA on behalf of all Canadian CPA bodies with the US International Qualifications Appraisal Board (IQAB), representing the National Association of State Boards of Accountancy (NASBA) and the American Institute of Certified Public Accountants (AICPA).

CPA Canada entered an MRA on behalf of all Canadian CPA bodies with the Insituto Mexicano de Contadores Publicos (IMCP) and Comite Mexicano para la Practica Internacional de la Contaduria (COMPIC).

CPAs who qualified to Membership through an RMA or MRA as noted above will be subject to the following requirements:

1. Education requirements:

- a. Successfully completed one of the following:
 - i. Successfully completed the CPA Reciprocity Education and Examination program (“CPARE”) in accordance with an eligible MRA entered into by CPA Canada; and
 - ii. Successfully completed the CPARE in accordance with an eligible RMA entered into by CPA Canada.
- b. Compliant with required CPD for the previous three-year rolling calendar period, if applicable, which is relevant and sufficient to the audit licence (review licence).

2. Experience requirements:

- a. Demonstrate they have met the profession’s practical experience requirements for public accounting. This entails 30 months practical experience in a program considered equivalent to a PPTO, which offers qualifying experience for audit or assurance services. The applicant may be required to verify their work experience using the *International Practical Experience Verification Form*. If required, the employer/former employers must verify the applicant’s hours and depth in assurance, which will be assessed against the CPA competency map as sufficient to practice public accounting.
- b. 1,250 chargeable hours in assurance, of which 625 hours must be in the audit of historical financial information for the audit licence or assurance of historical financial information for the review licence related to their intended area of practice.
- c. Must achieve and maintain the experience requirements in the most recent five-year period.
- d. It is recommended that the applicant complete one year of supervision at a PPTO (or another registered firm with a licensed public accountant approved by the Director of Professional Standards) in their intended area of practice. An *Approved Supervisor Declaration* form should be submitted where an applicant has completed 12 months under the supervision of an Approved Supervisor.

MOU Pathway to Licensure:

An MOU agreement specifies the criteria by which members of one body are eligible for membership in the other body. CPA Canada has finalized MOUs with the following International Accounting Bodies on behalf of the CPA member bodies:

- Chartered Institute of Management Accountants (CIMA)
- Institute of Chartered Accountants of India (ICAI)
- Institute of Chartered Accountants of Pakistan (ICAP)

1. Education requirements:

- a. Successfully completed one of the following:
 - i. CPA Program including:
 - 1) Successfully completed the Common Final Exam (“CFE”) and achieved CFE depth in Financial Reporting and CFE depth in the Assurance Role.
 - 2) Successfully completed the Assurance and Taxation Electives in the CPA Program.
 - ii. Successfully completed the Post Designation Public Accounting (“PDPA”) exam in accordance with an eligible MOU entered into by CPA Canada.
- b. Compliant with required CPD for the previous three-year rolling calendar period, if applicable, which is relevant and sufficient to the audit licence (review licence).

2. Experience requirements:

- a. Demonstrate they have met the profession’s practical experience requirements for public accounting. This entails 30 months practical experience in a program considered equivalent to a PPTO, which offers qualifying experience for audit or assurance services. The applicant may be required to verify their work experience using the *International Practical Experience Verification Form*. If required, the employer/former employers must verify the applicant’s hours and depth in assurance, which will be assessed against the CPA competency map as sufficient to practice public accounting.
- b. 1,250 chargeable hours in assurance, of which 625 hours must be in the audit of historical financial information related to their intended area of practice (audit licence) or in the assurance of historical financial information (review licence).
- c. Must achieve and maintain the experience requirements in the most recent five-year period.

- d. It is recommended that the applicant complete one year under supervision at a PPTO (or another registered firm with a licensed public accountant approved by the Director of Professional Standards) in their intended area of practice. An *Approved Supervisor Declaration* form should be submitted where an applicant has completed 12 months under the supervision of an Approved Supervisor.

3.4 AFFILIATE AUDIT LICENCE (REVIEW LICENCE)

CPA members who are a member in good standing in another CPA Provincial Body in Canada and currently hold an active audit licence (review licence) from another CPA Provincial Body in Canada are eligible for a public accounting licence.

1. Education Requirements:

- a. Receipt of the *Confirmation of Licensure with Another CPA Provincial Body* will be accepted as evidence that the education qualifications for an audit licence (review licence) were met.
- b. Compliant with required CPD for the previous three-year rolling calendar period, which is relevant and sufficient to the audit licence (review licence).

2. Experience Requirements:

- a. Receipt of the *Confirmation of Licensure with Another CPA Provincial Body* will be accepted as evidence that the experience qualifications for an audit licence (review licence) were met.

The *Confirmation of Licensure with Another CPA Provincial Body* must be received directly from the other CPA Provincial Body in Canada, as this will be used as the basis of the Affiliate Member's entitlement to practice public accounting in Nova Scotia.

Additional Requirements under Section 3 depending on the individual application.

The following will be considered by the Committee in determining individual requirements:

- The member's recent work history and gaps in experience, if any.
- The member's support system within firm, if any.
- The specifics as to what type of audit and or review engagements the applicant has worked on recently related to their intended area of practice.
- The accounting frameworks and auditing standards the applicant recently used, and its applicability to potential clients from a Canadian perspective, if applicable.
- Any other relevant risk factors, as determined by the Committee.

The Committee may require any combination of the following in addition to the above criteria:

- **Prescribed CPD.** This will likely be required and will depend on the area of practice the member intends to perform and their recent CPD. Any prescribed CPD will be determined by the Committee. It is recommended that the applicant work with the Director of Professional Standards in advance of the application to create a professional development plan.
- **Engagement Quality Review (EQR) performed by a pre-approved Licensed Public Accountant.** The selected Licensed Public Accountant must be pre-approved by the Director of Professional Standards.
- **External supervision on all assurance engagements.** The supervision will continue until the supervisor is prepared to sign-off on the *Approved Supervisor Declaration* form and the Committee determines that supervision is no longer required. At that time, the Committee will reassess the application and the work experience to determine if further restrictions or conditions are required. The Approved Supervisor must be pre-approved by the Director of Professional Standards. Any costs associated with the Approved Supervisor during the external supervision period are at the applicant's expense.
- **Supervision of all assurance engagements by a pre-approved supervisor from within the applicant's firm.** The supervision period will continue until the supervisor is prepared to sign-off on the *Approved Supervisor Declaration* form and the Committee determines supervision is no longer required. At that time, the Committee will reassess the application and the work experience to determine if further restrictions or conditions are required. The Approved Supervisor performing the supervision must be pre-approved by the Director of Professional Standards.

Appendix A – CPA Canada Handbook Mapping to the Public Accounting Definition

Assurance services include audit, review and other assurance engagements, as published in the CPA Canada Handbook.

1. Canadian Auditing Standards (CAS):

CAS 700	Forming an Opinion and Reporting on Financial Statements
CAS 701	Communicating Key Audit Matters in the Independent Auditor's Report
CAS 705	Modifications to the Opinion in the Independent Auditor's Report
CAS 706	Emphasis of Matter Paragraphs and Other Matter Paragraphs in the Independent Auditor's Report
CAS 710	Comparative Information - Corresponding Figures and Comparative Financial Statements
CAS 720	The Auditor's Responsibilities Relating to Other Information
CAS 800	Audits of Financial Statements Prepared in Accordance with Special Purpose Framework
CAS 805	Audits of Single Financial Statements and Specific Elements, Accounts, or Items of a Financial Statement
CAS 810	Engagements to Report on Summary Financial Statements
CSRS 4460	Reports on Supplementary Matters Arising from an Audit or a Review Engagement

2. Review engagements completed under Canadian Standard on Review Engagements, CSRE 2400.

3. Other Assurance:

CSAE 3530	Attestation Engagements to Report on Compliance
CSAE 3531	Direct Engagements to Report on Compliance
5925	An Audit of Internal Control Over Financial Reporting that is Integrated with an Audit of Financial Statements
7060	Auditor Review of Interim Financial Statements
7150	Auditor's Consent to the Use of a Report of the Auditor included in an Offering Document
7170	Auditor's Consent to the Use of the Auditor's Report in Connection with a Designated Document
AuG 6	Examination of a Financial Forecast or Projection Included in a Prospectus or Other Public Offering Document

Appendix B – Assessment of Legacy Members and Internationally Designated Members

CPA Nova Scotia has adopted the public accounting licensing requirements recommended by CPA Canada. The recommendations were developed by CPA Canada and the Public Accounting Work Group (“PAWG”). The PAWG consisted of representatives from all legacy bodies, public accounting, industry and education specialists.

Included in the PAWG Report recommendations was an assessment of the various pathways from legacy bodies to public accounting and the associated requirements. A summary of the assessment is provided below and should be used by members in determining eligibility, specifically if re-entry or bridging requirements apply.

Audit Licence:

Legacy	Education and Experience	Assessment of Pathway
CMA	<p>CMA certification and completion of national program post certification</p> <p>Must be able to demonstrate two years of experience in a pre-approved training office for the public accounting route during which they achieved:</p> <ul style="list-style-type: none"> 1,250 assurance hours, of which 625 hours are in the audit of historical financial information, in the intended area of practice. 	Re-entry requirements
CMA	CMA certification	Bridging requirements including PDPA
CGA	<p>Qualified through PA1 Program (with CGA Assurance 2 & Tax 2) with Required Work Experience</p> <p>Must be able to demonstrate two years of experience in a pre-approved training office for the public accounting route during which they achieved:</p> <ul style="list-style-type: none"> 1,250 assurance hours, of which 625 hours are in the audit of historical financial information, in the intended area of practice. 	Re-entry requirements

CGA	Qualified through PA1 Program, with CGA Assurance 2 and Tax 2, without the required Work Experience	Bridging requirements excluding PDPA requirement
CGA	Qualified pre-1999 or without Assurance 2 and Tax 2	Bridging requirements including PDPA
CA	Qualified pre-2009 or through the external audit stream	Re-entry requirements
CA	Qualified post-2009 through non-external audit stream	Bridging requirements excluding PDPA
Internationally Designated	<p>Qualified to Membership through an International Accounting Organization which has an MRA or RMA recognized by CPA Nova Scotia</p> <p>Must be able to demonstrate 30 months of experience in a pre-approved training office or equivalent for the public accounting route during which they achieved:</p> <ul style="list-style-type: none"> • 1,250 assurance hours, of which 625 hours are in the audit of historical financial information, in their intended area of practice. 	Bridging requirements including CPARE exam
Internationally Designated	<p>Qualified to Membership through an International Accounting Organization which has an MOU recognized by CPA Nova Scotia</p> <p>Must be able to demonstrate 30 months of experience in a pre-approved training office or equivalent for the public accounting route during which they achieved:</p> <ul style="list-style-type: none"> • 1,250 assurance hours, of which 625 hours are in the audit of historical financial information, in their intended area of practice. 	Bridging requirements

Review Licence:

The same bridging requirements are required for a Review Licence as for an Audit Licence, except for practical experience. The minimum 625 chargeable hours in the audit of historical financial information, in their intended area of practice, is replaced by a minimum 625 chargeable hours in the assurance of historical financial information, in their intended area of practice.