

**Mississippi State Board of Public Accountancy**  
**Continuing Professional Education**  
**Compliance Period Ending June 30, 2016**  
**Online CPE Reporting**

Only CPAs with an **Active** license status may complete the online CPE Reporting Form. Online Reporting of continuing professional education (CPE) for the twelve months ending June 30, 2016, is now available.

You will be required to log on through the secure link below on the MSBPA website by entering your CPA license number, your first name, your last name, and the last four digits of your social security number.

**Log on to the MSBPA CPE Portal** (secure link) by clicking here:

<https://www.msbpa.webapps.ms.gov/CPE/>

After you log on, you may **Print/View** your 2014 and/or 2015 CPE report, or click on **Start/Continue current CPE** to enter your CPE hours for the current year (2016). Enter your individual CPE courses and hours earned in the current compliance period (from July 1, 2015, through June 30, 2016). Next you will enter your total CPE hours carried-in from prior periods (60 hours maximum).

After electronically signing the Affidavit on the CPE report, **please print or save a copy** of the completed 2016 CPE report for your records.

To finish the process, click on the "Submit" button, and your 2016 CPE data will be securely transmitted to MSBPA. After submission, a "Success" page will appear, and you also have the option to print that page.

You may log back in to the CPE portal any time before the filing deadline on to add additional hours or to correct errors.

**Reporting Due Date**

Your online 2016 CPE Reporting at the Mississippi State Board of Public Accountancy CPE Portal is due on or before August 1, 2016.

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The CPE compliance requirement for the twelve months ending June 30, 2016, is a minimum forty (40) CPE credit hours. Only twenty (20) hours of CPE credit hours carried-in may be applied to the forty hour requirement. The other 20 hours must be earned in the current compliance period (“20 hour minimum rule”). Chapter 4 of the Rules and Regulations and the Board’s website provide complete CPE compliance information.

**Ethics CPE:** Four (4) CPE credit hours in Ethics, Professional Conduct, Public Accountancy Law and Regulations [ethics] must be earned and reported for the triennial period **July 1, 2013, through June 30, 2016**. A minimum of one (1) of these ethics CPE credit hours must be in the Mississippi Public Accountancy Law, Rules and Regulations. These ethics CPE credit hours **must be Board approved** in order for a CPA to retain the credit. Any ethics hours previously reported to the Board as ethics CPE is deemed used and will not count toward hours carried-in to 2016. Ethics CPE, earned in the current period, but not approved by the Board, will not satisfy your ethics CPE requirement. In order to have hours qualified as ethics CPE, an approval request should be submitted to the Board by either the CPE sponsor or the individual CPA.

The Application for CPE Program Approval can be found at this link:

<http://www.msbpa.ms.gov/Documents/Application%20for%20CPE%20Approval.pdf>

The Board’s listing of approved **ethics** CPE programs for the triennial period July 1, 2013, through June 30, 2016, can be found at this link:

[http://www.msbpa.ms.gov/Documents/2014%20to%202016%20Approved\\_Ethics\\_Courses.pdf](http://www.msbpa.ms.gov/Documents/2014%20to%202016%20Approved_Ethics_Courses.pdf)

In accordance the Board Rules and Regulations, a CPA will not be permitted to register a license if not in compliance with the CPE requirements. In addition, a CPA must report CPE to the Board online even if the number reported is zero. A blank online CPE reporting form will be interpreted as zero CPE credit hours. Please be aware that a CPA who fails to complete and report the minimum CPE credit hours accrued during the applicable reporting period could be subject to Trial Board disciplinary action.

### **Contact Information**

Please call the Board office should you have any questions about online CPE reporting or about CPE compliance.

**Telephone: 601-354-7320, or 601-354-7291**

**Email: [email@msbpa.ms.gov](mailto:email@msbpa.ms.gov) , or [compliance@msbpa.ms.gov](mailto:compliance@msbpa.ms.gov)**