



EDUCATION EVALUATION INSTRUCTIONS AND SUMMARY

Please use the “Education Evaluation Worksheet – Semester” and/or the “Education Evaluation Worksheet – Quarter” for self-evaluation of your U.S. College Transcripts and/or foreign education evaluation before you apply for the CPA exam.

Instructions:

- For each institution please fill out a separate “Educational Evaluation Worksheet”
 - If you need additional lines to list additional courses from one institution
 - Create an additional sheet
 - Fill out the school name, and put “-page 2, 3, etc.”

Before applying for the CPA Examination please ensure that you can answer yes to all of the questions below:

1. Have you completed a Baccalaureate Degree or Higher? (can be in any field)
2. Have you completed a total of at least 150 semester (225 Quarter) credits in education at the college(s) or university(s) which you attended?
3. Have you completed at least 24 semester hours in accounting subjects?
 - a. Of those, were at least 15 semester hours in upper level accounting courses?
 - i. An upper level course is defined as a course that frequently carries completion of lower level courses(s) as a prerequisite.
4. Have you completed at least 24 semester hours in business administration subjects?

SUMMARY OF EDUCATION

Total Credits found from all Education Evaluation Worksheets *(Based on Semester Credits)*

Total Credits Earned: _____

• Accounting Credits Earned: _____

• Business Credits Earned: _____

• Upper Level Accounting Courses: _____



EDUCATION EVALUATION WORKSHEET – QUARTER

EDUCATIONAL ESTABLISHMENT INFORMATION

SCHOOL NAME:

DEGREE/CREDENTIAL:

DATE DEGREE EARNED:

ACCREDITING BODY:

SUMMARY OF CREDITS EARNED FROM THIS ESTABLISHMENT:

TOTAL CREDITS:

ACCOUNTING:

UPPER ACCT LEVEL:

BUSINESS:

ACCOUNTING

TERM	YEAR	COURSE CODE	COURSE NUMBER	COURSE TITLE	CREDITS	UPPER OR LOWER
QUARTER TOTAL						X 0.67 = SEMESTER TOTAL

BUSINESS

TERM	YEAR	COURSE CODE	COURSE NUMBER	COURSE TITLE	CREDITS	
QUARTER TOTAL						X 0.67 = SEMESTER TOTAL



EDUCATION EVALUATION WORKSHEET -- SEMESTER

EDUCATIONAL ESTABLISHMENT INFORMATION

SCHOOL NAME:
DEGREE/CREDENTIAL: DATE DEGREE EARNED: ACCREDITING BODY:

SUMMARY OF CREDITS EARNED FROM THIS ESTABLISHMENT:

TOTAL CREDITS ACCOUNTING: UPPER ACCT LEVEL: BUSINESS:

ACCOUNTING

Table with 7 columns: TERM, YEAR, COURSE CODE, COURSE NUMBER, COURSE TITLE, CREDITS, UPPER OR LOWER. Includes a TOTAL row at the bottom right.

BUSINESS

Table with 6 columns: TERM, YEAR, COURSE CODE, COURSE NUMBER, COURSE TITLE, CREDITS. Includes a TOTAL row at the bottom right.