



Professional Ethics for CPAs Exam:

A Step-by-Step Guide

CaICPA has developed this brochure to inform candidates about the general format and administration of the Professional Ethics for CPAs Exam. Information in the brochure is only applicable to exam candidates in California. Anyone planning to take the Professional Ethics for CPAs Exam should regularly review the information posted to the websites listed inside for updates.

Information compiled from the California Board of Accountancy and the CaICPA Education Foundation.



Starting Place

Website	Content
www.cba.ca.gov	<ul style="list-style-type: none"> California educational requirements to apply to become a licensed CPA Application materials for candidates who plan to become licensed CPAs in California CPA Licensure Handbook
www.calcpa.org/peth	<ul style="list-style-type: none"> Policies and procedures for the Professional Ethics for CPAs Exam Self-study course in both text and online formats (for purchase) Exam (for purchase) Information on scoring

For more than 20 years, the CalCPA Education Foundation has prepared and graded the Professional Ethics for CPAs Exam for all CPA candidates in California. The following Q & A has been designed to assist candidates in understanding the exam process and format.



Questions and Answers

Who is required to take the PETH Exam?

Anyone applying for CPA licensure in California for the first time and cancelled California licensees applying for reissuance must pass the Professional Ethics for CPAs (PETH) exam.

What are the education requirements to sit for the PETH Exam?

Candidates do not have to meet specific education requirements to sit for the exam. The exam is one requirement for CPA licensure. To view the education requirements for CPA licensure in California, visit www.calcpa.org/2014reqs.

Can I take the PETH Exam before I pass the Uniform CPA Exam?

Yes, although most candidates choose to sit for the PETH Exam after completing the Uniform CPA Exam since they must meet all the CPA licensure requirements within two years of passing the PETH Exam.

When is the PETH Exam available?

Unlike the Uniform CPA Exam, the PETH Exam is available year-round.

Is there an application deadline? Where can I find the application?

There is no application deadline for the PETH Exam. Candidates must complete their CPA licensure application within two years of passing the PETH Exam. For an overview of the CPA licensure application process, visit www.dca.ca.gov/cba/publications/applbook.pdf.

Do I need to apply to the CBA?

You do not need to submit an application to the CBA to sit for the PETH Exam. There are five easy ways to order the PETH Exam:

- Online www.calcpa.org/peth
- Phone (800) 922-5272
- Fax (650) 522-3009
- Email webreg@educationfoundation.org
- Mail CalCPA Education Foundation
PO Box 45066
San Francisco, CA 94145-0066

What is the cost of the PETH Exam?

Online format:

- \$125 for CalCPA members
- \$150 for nonmembers

Text format:

- \$130 for CalCPA members
- \$165 for nonmembers

CPA Candidates are eligible for one year of free membership in CalCPA. To sign up, visit www.calcpa.org/join or call (800) 922-5272.

What is the process after I order the PETH Exam?

As part of your PETH Exam you will receive the self-study course in either an online or text format. For text purchases, candidates should allow 5-7 business days for delivery (rush shipping is available for an additional fee). The online course may be accessed through your account on

www.calcpa.org. The self-study course is approximately 300 pages long and provides clear, detailed explanations of the rules that will assist candidates in answering tough-to-call ethical questions.

How long do I have to take the PETH Exam once I've ordered it?

You have one year from the date of purchase to take the exam for the first time.

What is the format of the PETH Exam?

The exam is made of 50 multiple choice questions.

How long will it take me to study for the PETH Exam?

Candidates should allow for a minimum of 16 hours to thoroughly review the course materials and complete the exam online.

How do I submit my answers to the PETH Exam?

The full instructions will be available in your PETH Exam purchase. You will submit the answers to the 50 multiple choice in the online answer sheet.

Are special accommodations available for candidates with disabilities?

Yes, candidates who require special accommodations should inform the CalCPA Education Foundation at (800) 922-5272 or calcpa@calcpa.org.

What topics are covered during the PETH Exam?

Key topics include:

- Ethics in business
- Basic concepts and philosophy of professional conduct
- Code of professional conduct
- Independence, integrity and objectivity
- Interpretation of Security and Exchange Commission rules
- Commissions and fees
- Form of practice and name
- Advertising and solicitation
- Sanctions
- Tax services
- Accountancy Act and CBA regulations

What areas of study are most important to passing the PETH Exam?

At the end of each chapter in the self-study course there are review questions on key points designed to prepare

candidates for the exam. Candidates should be confident answering these questions correctly before taking the exam.

Are there review courses available to help me pass?

The self-study format is designed to help all candidates successfully pass the PETH Exam.

What is a passing score on the PETH Exam?

A passing score is 90 percent or above (no more than five missed questions).

Is the PETH Exam content confidential?

Yes, candidates are expected to behave in an ethical manner and not disclose PETH Exam information, content or form.

Will I be allowed to go back to test questions during the exam?

Yes, during the exam you can go back to questions until you submit your answer sheet.

When will I receive my score?

You will receive your score via email immediately after you submit your answer sheet.

How is my score transmitted to the CBA?

You will need to indicate on the PETH Exam answer sheet to have the CBA notified of a passing grade. The CalCPA Education Foundation will then electronically submit a passing grade to the CBA for you.

If necessary, when may I retake the exam?

You have up to six attempts to pass the PETH Exam, after that you will have to repurchase the self-study course. After the third attempt, you will have to have the course reactivated by CalCPA Education Foundation customer service at (800) 922-5272. You may retake the PETH Exam at any time within one year of your purchase date.

For more information about the Professional Ethics for CPAs Exam, contact:

California Board of Accountancy

2000 Evergreen St., Suite 250
Sacramento, CA 95815-3832

www.cba.ca.gov
examinfo@cba.ca.gov

CalCPA

1800 Gateway Drive, Suite 200
San Mateo, CA 94404-4072

www.calcpa.org/PETH
calcpa@calcpa.org

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