

## **Association of Chartered Certified Accountants (ACCA)**

This MRA is for those individuals who have been admitted to ACCA by completing the final part of the ACCA professional qualification and satisfying ACCA's practical experience requirements.

Those ACCA members who gained membership with ACCA after 1997 are required to hold a university degree recognized by CPA Canada.

This agreement does not apply to those admitted to the ACCA by affiliation.

The requirements for this MRA are as follows:

- You must be a Canadian Citizen or legally permitted to work or study in Canada (for more information, visit the Canadian Immigration and Citizenship at [www.cic.gc.ca](http://www.cic.gc.ca));
- You must have been working in the accounting profession in the jurisdiction in which the international designation was obtained for a 2 year period, immediately before receiving your foreign designation (a reduction of this time may be requested, contact [registrations@cpaalberta.ca](mailto:registrations@cpaalberta.ca) for further information);
- Not currently subject to any disciplinary sanctions and have not been subject to any disciplinary sanctions within the five years prior to applying for membership under this MRA;
- Complete the Tax and Law Professional Development course online.

**Step 1** - Complete the [Pre-Assessment Questionnaire \(PAQ\)](#) and submit via email to [registrations@cpaalberta.ca](mailto:registrations@cpaalberta.ca). Within 5 – 10 business days of receiving the completed Pre-Assessment questionnaire (PAQ) we will notify you of your eligibility to proceed.

**Step 2** - While your PAQ is being reviewed, you may request a letter of good standing from your accounting body be sent directly to CPA Alberta at 800-444 7Ave SW, Calgary AB T2P 0X8, attention Member Registrations.

**Step 3** - Request an evaluation of your university transcripts by [International Qualifications Assessment Service](#), or [World Education Services](#) to ensure Canadian equivalency and request the results be sent directly to CPA Alberta attention Member Registrations. The Bachelor of Science in Applied Accounting from Oxford Brookes University is a recognized degree. If you hold this degree, we will require official transcripts to be sent from Oxford Brookes University to CPA Alberta Attn: Member Registrations. **Note:** ACCA program cannot be used as a degree equivalent.

**Step 4** - The link for the Tax and Law PD course, will be sent to you once it has been determined you qualify to proceed. Once completed, submit the certificate of completion to CPA Alberta.

After Step 4, you have completed the pre-assessment process, you will be sent an application to apply for membership.

The requirements listed above are for the current MRA and are subject to change at any time.

*Please note: Approval for admission to membership solely qualifies the applicant for certification as a CPA in Alberta; it does not provide the rights to practice professional or public accounting. All CPA members are required to meet Alberta's Professional Accounting Firm Registration Criteria (PAFRC). More information in regards to the professional and public accounting requirements can be found on our [website](#).*