

# CPA Preparatory Courses

## Frequently Asked Questions (FAQs)

### 1. What are CPA preparatory courses?

CPA preparatory courses provide the knowledge requirements for admission to the CPA Professional Education Program (CPA PEP).

There are 14 preparatory courses split between core and non-core. Non-core courses have open enrolment whereas core courses are on a six-week semester system.

Non-core:

- Business Law (BUL)
- Economics (ECO)
- Introductory Financial Accounting (IFA)
- Introductory Management Accounting (IMA)
- Statistics (STA)

Core:

- Advanced Financial Reporting (AFR)
- Audit and Assurance (AUA)
- Corporate Finance (COF)
- Information Technology (ITE)
- Intermediate Financial Reporting 1 (IF1)
- Intermediate Financial Reporting 2 (IF2)
- Intermediate Management Accounting (MAA)
- Performance Management (PMA)
- Taxation (TAX)

CPA preparatory courses do not constitute a program and do not lead to a certificate or credential. In addition, they may not be transferable for credit to a post-secondary institution.

### 2. What are the differences between CPA preparatory courses and the CPA Professional Education Program (CPA PEP)?

CPA preparatory courses are a suite of courses offered by the CPA profession which can be taken to meet the prerequisite course requirements for entry to the CPA Professional Education Program (CPA PEP).

[The CPA Professional Education Program \(CPA PEP\)](#) is a graduate level program for candidates pursuing the CPA designation. The CPA is Canada's pre-eminent, globally recognized professional business and accounting designation.

### 3. What is the structure of CPA preparatory courses?

**Non-core** courses include the following online learning materials:

- readings for technical study
- practice problems and exercises
- quizzes
- access to a collection of online homework, tutorial, and assessment products

The time commitment per week is dependent on how quickly students wish to complete the course. Students working to complete their course within a 12-week time frame can expect to spend from five to ten hours per week on the non-core courses, depending on their prior accounting knowledge. Students who are less familiar with accounting concepts could spend up to 15 to 20 hours or more.

**Core** courses include the following online learning materials:

- CPA Canada Learning Library eBooks
- adaptive assessments
- e-lessons
- practice problems
- task-based simulations
- debrief videos
- webinars
- projects

The core courses are condensed to be completed within an accelerated time frame of six weeks. On average, 15 to 20 hours a week of study is suggested to be successful in the core courses.

Both non-core and core courses have a final examination. For detailed information on individual course structure and content, refer to the [CPA Preparatory Courses Syllabus](#).

### 4. How are CPA preparatory courses delivered?

CPA preparatory courses are delivered online and use a self-study format. Some courses come with additional options for webinars. Prospective students should contact their [provincial/regional CPA body](#) for information on course delivery.

### 5. How long does it take to complete CPA preparatory courses?

Students taking CPA preparatory courses in order to meet the prerequisite requirements for the CPA Professional Education Program (CPA PEP) only need to complete the courses they require. The duration to complete the CPA preparatory courses will vary based on the number of required courses.

## 6. What are the prerequisite requirements for admission to CPA preparatory courses?

The only academic prerequisite for enrolling in CPA preparatory courses is the completion of a minimum of 30 credit hours or equivalent education at a post-secondary institution.

## 7. Do the CPA preparatory courses recognize transfer credits from domestic and international educational institutions?

Provincial/regional CPA bodies publish a Transfer Credit Guide that is used to identify which courses taken at domestic post-secondary institutions are equivalent in content to the CPA preparatory courses. To gain exemptions from CPA preparatory courses, students must provide an official transcript from their post-secondary institution indicating completion of the courses that adequately cover the content as described in the [CPA Competency Map](#).

For internationally-educated students, credit hours or equivalent education obtained from post-secondary institutions that are recognized in the *International Handbook of Universities* (published by the International Association of Universities) or by a similar recognition service will be accepted. Canadian study permits are required for all temporary residents studying in Canada.

For **core** CPA preparatory courses, exemptions will be granted if students took an equivalent course and passed with a mark of at least 60%. For non-core CPA preparatory courses, a passing grade of 50% in an equivalent course is required. For more information on transfer credit recognition and exemption eligibility, refer to the CPA Canada Student Guide for Preparatory Courses or contact your provincial/regional CPA body.

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## 8. Do I have to be a CPA student to challenge an exam?

CPA preparatory core courses are currently offered across five semesters throughout each calendar year. The preparatory non-core courses have open enrolment, meaning students can begin the course at any time.

Refer to the [challenge exams FAQs](#) for information about challenging an exam.

The schedules for preparatory courses are publicly available on the [CPA preparatory courses section of the CPA Canada website](#). Contact your [provincial/regional CPA body](#) to see which offerings are available in your area.

## 9. What are the fees for CPA preparatory courses?

Fees for CPA preparatory courses vary by province/region. Contact your [provincial/regional CPA body](#) for more information.

## 10. What are the technology and administrative requirements for CPA preparatory courses?

CPA preparatory course materials are delivered via D2L, an online learning management system. Access to D2L requires personal computer and Microsoft Office. More information on technology and administrative requirements can be found in the [\*CPA Canada Preparatory Courses Student Guide\*](#).

Students enrolled in CPA preparatory courses are expected to maintain the highest standards of academic honesty. Before starting courses, all students must complete the Academic Honesty and Training Contract quizzes.

## 11. Where I can enrol in CPA preparatory courses?

CPA preparatory courses are delivered provincially and, in some cases, regionally. Prospective students should contact their provincial/regional CPA body to register for courses.

## 12. How can I prepare myself for taking CPA preparatory courses?

Students preparing to take CPA preparatory courses should visit the CPA preparatory courses section of the CPA Canada website, which provides an overview of courses as well as links to helpful resources or visit their provincial/regional website. For more in-depth information, the CPA Certification Resource Centre offers a variety of resources that students can use both for preparing for and when enrolled in CPA preparatory courses.

Additional helpful resources include:

- [\*CPA Canada Preparatory Courses Student Guide\*](#)
- [\*CPA Harmonized Education Policies Vol. 3\*](#)

