



**Rules of
Department of Insurance,
Financial Institutions and
Professional Registration**

**Division 2010—Missouri State Board of Accountancy
Chapter 4—Continuing Education Requirements**

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**Title 20—DEPARTMENT OF
INSURANCE, FINANCIAL
INSTITUTIONS AND
PROFESSIONAL REGISTRATION
Division 2010—Missouri State
Board of Accountancy
Chapter 4—Continuing Education
Requirements**

**20 CSR 2010-4.010 Effective Dates and
Basic Requirements**

PURPOSE: This rule sets forth the continuing education requirements for renewal of license to practice.

(1) The following requirements of continuing professional education apply to the renewal of licenses pursuant to section 326.286, RSMo:

(A) An applicant seeking renewal of a license shall have completed no less than one hundred twenty (120) hours of continuing professional education, complying with these rules during the three (3)-year period preceding renewal. Commencing on January 1, 2004, a minimum of twenty (20) hours of continuing professional education (CPE) is required in each calendar year. Also commencing on January 1, 2004, a minimum of two (2) hours of the required twenty (20) hours per calendar year of CPE shall be in the area of ethics. An applicant seeking renewal of a license shall demonstrate participation in a program of learning meeting the standards set forth in the Statement on Standards for Continuing Professional Education (CPE) Programs jointly approved by National Association of State Boards of Accountancy (NASBA) and American Institute of Certified Public Accountants (AICPA) as provided in 4 CSR 10-4.020, or such other standards acceptable to the board;

(B) An applicant whose license has lapsed shall have completed no less than one hundred twenty (120) hours of CPE complying with these rules during a three (3)-year period preceding the date of reapplication; or who agrees to obtain the one hundred twenty (120) hours of CPE within one (1) year of applying for reinstatement. The applicant shall provide to the board, upon request, copies of CPE documentation verifying compliance with this requirement;

(C) A nonresident licensee seeking renewal of a license in this state shall be determined to have met the CPE requirement of this rule by meeting the CPE requirements for renewal of a license in the state in which the licensee's principal office is located;

(D) Nonresident applicants for renewal shall demonstrate compliance with the CPE renewal requirements of the state in which the

licensee's principal office is located by attesting on an application provided by the board;

(E) If a nonresident licensee's principal office state has no CPE requirements for renewal of a license, the nonresident licensee must comply with all CPE requirements for renewal of a license in this state.

AUTHORITY: section 326.271, RSMo Supp. 2003. This rule originally filed as 4 CSR 10-4.010. Original rule filed Nov. 5, 1984, effective Feb. 11, 1985. Amended: Filed Aug. 3, 1988, effective Nov. 24, 1988. Amended: Filed April 18, 1989, effective July 27, 1989. Amended: Filed Feb. 5, 1990, effective June 28, 1990. Amended: Filed Oct. 9, 1996, effective April 30, 1997. Rescinded and readopted: Filed April 5, 2004, effective July 30, 2004. Moved to 20 CSR 2010-4.010, effective Aug. 28, 2006.*

**Original authority: 326.271, RSMo 2001, amended 2002.*

20 CSR 2010-4.020 Qualifying Programs

PURPOSE: This rule establishes the criteria to be satisfied in order for a continuing education program to be considered acceptable by the board.

(1) Programs Qualifying for Continuing Professional Education Credit.

(A) Standards. Effective January 1, 2003 a program qualifies as acceptable continuing professional education for purposes of section 326.286, RSMo and these rules if it is a program of learning that contributes to the growth in the professional knowledge and professional competence of a licensee. The program must meet the minimum standards of quality of development, presentation, measurement, and reporting of credits set forth in the Statement on Standards for Continuing Professional Education Programs jointly approved by the National Association of State Boards of Accountancy (NASBA) and the American Institute of Certified Public Accountants (AICPA) or such other standards acceptable to the board.

(B) Subject Areas. The board will accept programs meeting the standards set forth in the Statement on Standards for Continuing Professional Education Programs jointly approved by the NASBA and the AICPA or standards deemed by the board to be comparable thereto.

AUTHORITY: section 326.271, RSMo Supp. 2003. This rule originally filed as 4 CSR 10-4.020. Original rule filed Nov. 5, 1984, effective Feb. 11, 1985. Amended: Filed June 4, 1990, effective Nov. 30, 1990. Rescinded and readopted: Filed April 5, 2004, effective July*

30, 2004. Moved to 20 CSR 2010-4.020, effective Aug. 28, 2006.

**Original authority: 326.271, RSMo 2001, amended 2002.*

20 CSR 2010-4.031 Continuing Professional Education (CPE) Documentation

PURPOSE: This rule sets forth the record requirements for documenting the required continuing professional education (CPE).

(1) Continuing Professional Education Records.

(A) Applicants for renewal of a license shall attest on an application provided by the board that they have met the requirements for participation in a program of continuous learning as set forth by the board or contained in the Statement on Standards for Continuing Professional Education (CPE) Programs jointly approved by the National Association of State Boards of Accountancy (NASBA) and the American Institute of Certified Public Accountants (AICPA). Responsibility for documenting the acceptability of the program and the validity of the credits rests with the applicant who should retain such documentation for a period of five (5) years following completion of each learning activity.

(B) The board may verify information submitted by applicants for licensure. In cases where the board determines that the requirement is not met, the board may grant an additional period of time in which the deficiencies can be cured. Fraudulent reporting of CPE is a basis for disciplinary action.

AUTHORITY: sections 326.271 and 326.310, RSMo Supp. 2003. This rule originally filed as 4 CSR 10-4.031. Original rule filed April 5, 2004, effective July 30, 2004. Moved to 20 CSR 2010-4.031, effective Aug. 28, 2006.*

**Original authority: 326.271, RSMo 2001, amended 2002 and 326.310, RSMo 2001.*

20 CSR 2010-4.041 Continuing Professional Education (CPE) Exceptions and Waivers

PURPOSE: This rule sets forth the exemptions from continuing professional education (CPE) requirements in certain circumstances.

(1) Exceptions.



(A) A licensee who received a license after August 28, 2001 and who is not practicing public accounting in any setting may be granted an inactive license and be exempted from the continuing professional education (CPE) requirement by the board. The inactive licensee shall place the word “inactive,” “retired,” or “ret.” in association with their certified public accountant title. The inactive licensee may return to active status upon showing evidence that they have completed no less than one hundred twenty (120) hours of CPE during the three (3)-year period preceding the request for reactivation; or agrees in writing to meet the requirement within one (1) year of applying for reactivation.

(B) The board may in particular cases make exceptions to the requirements set out in 4 CSR 10-4.010 for reasons of individual hardship including health, military service, foreign residence, or other good cause.

(C) Applicants requesting a waiver of CPE requirements shall do so in writing and shall provide documentation supporting the request if required by the board.

*AUTHORITY: section 326.271, RSMo Supp. 2003. * This rule originally filed as 4 CSR 10-4.041. Original rule filed April 5, 2004, effective July 30, 2004. Moved to 20 CSR 2010-4.041, effective Aug. 28, 2006.*

**Original authority: 326.271, RSMo 2001, amended 2002.*