



## Washington CPA Continuing Education Requirements

### Required Education

- 120 hours of CPE every 3 years
- Maximum of 24 hours in non-technical subjects each renewal period
- Ethics Requirement: 4 hours of ethics CPE with specific application to the practice of public accounting in Washington each renewal period
- Maximum Self-Study Allowed: 100%

### Board Information

Washington State Board of Accountancy  
PO Box 9131  
Olympia, WA 98507-9131

Phone: (360) 753-2586

Fax: (360) 664-9190

Website: [www.cpaboard.wa.gov](http://www.cpaboard.wa.gov)

**License Expiration:** Triennially on 6/30; year of expiration depends on the individual license, contact the State Board if you are unsure of your expiration date.

**CPE Completion Due by:** 12/31 of year prior to license expiration

**Acceptable Programs of Study:** Per Washington CPE requirements:

- Technical areas include: Auditing standards or procedures; compilation and review of financial statements; financial statement preparation and disclosures; attestation standards and procedures; projection and forecast standards or procedures; accounting and auditing; management advisory services; personal financial planning; taxation; management information services; budgeting and cost analysis; asset management; professional ethics; specialized areas of industry; human resource management; economics; business law; mathematics; statistics, and quantitative applications in business; business management and organization; and general computer skills, computer software training, information technology planning and management; and negotiation or dispute resolution courses.
- Non Technical include: Communication skills; interpersonal skills; leadership and personal development skills; client and public relations; practice development; motivational and behavioral courses; and speed reading and memory building.

**PLEASE NOTE:** Since state board regulations are constantly changing, the information contained here is deemed reliable however it is not guaranteed. We encourage you to contact your state board to answer any questions and confirm or clarify any requirements listed here.