

1 Board of Accountancy

2

3 Adopted Permanent Rules Relating to Fees and Examinations

4

5 Rules as Adopted

6 1100.0900 EXPIRATION OF APPLICATION.

7 An application for CPA examination or reexamination expires
8 five years from the date of the board's approval to sit for the
9 initial examination. Once an application has expired, the board
10 shall require a new application, new supporting documentation,
11 and examination in all sections if the file has not been
12 reactivated during the five-year period.

13 1100.1300 EXAMINATIONS AND CERTIFICATION FOR CPA APPLICANTS.

14 [For text of subps 1 to 5, see M.R.]

15 Subp. 6. Attendance. An applicant shall be present and
16 prepared to engage in the work promptly at the hours appointed.
17 An applicant who is unable to be present shall notify the board
18 as soon as reasonably possible, but no later than 4:30 p.m. on
19 the day before the first day of the complete examination.
20 Failure to do so shall be considered just cause for exclusion
21 and forfeiture of the examination fee. An applicant who is
22 unable to be present at the examination for which an application
23 was approved by the board shall reapply for a later examination
24 consistent with the examination application deadlines in part
25 1100.0800 and furnish current information on forms provided by
26 the board. First time applicants shall take all sections of the
27 examination. An applicant shall apply for and be present at the
28 next examination given or the applicant's fee shall be forfeited.

29 [For text of subps 7 and 8, see M.R.]

30 Subp. 9. Passing grade. To pass an examination an
31 applicant must receive a grade of at least 75 percent in each of
32 the sections covered by the examination.

33 [For text of subp 10, see M.R.]

34 1100.1400 CPA REEXAMINATIONS.

1 Subpart 1. **Applicants who fail three or more sections.** An
2 applicant who fails three or more sections and receives no grade
3 less than 50 shall be allowed to sit for reexamination at the
4 next examination given and shall be required to retake all
5 sections of the examination. An applicant who fails three or
6 more sections and receives a grade of less than 50 in any
7 section shall not be allowed to sit for reexamination at the
8 next examination but may sit for subsequent examinations.

9 Subp. 2. **Applicants who pass two sections.** An applicant
10 who has passed two of the sections given in the written
11 examination and received no grade less than 50 in the sections
12 failed shall be reexamined only in the sections failed.

13 An applicant who passed two of the sections given in the
14 examination and received one or more grades less than 50 has
15 failed the examination and shall retake all sections of the
16 examination.

17 Subp. 3. **Applicants who pass three sections.** An applicant
18 who has passed three of the sections in one examination shall be
19 reexamined only in the section failed.

20 Subp. 4. **Application for reexamination.** An applicant for
21 reexamination shall apply for and be reexamined in all failed
22 sections at each examination for which the applicant applies.

23 Subp. 5. **Conditioning.** An applicant for reexamination
24 under subparts 2 and 3 shall be reexamined in all sections
25 unless the applicant passes the remaining sections within the
26 next five examinations given by the board.

27 1100.1500 RECIPROCITY WITH OTHER STATES.

28 [For text of subpart 1, see M.R.]

29 Subp. 2. **Application.** An applicant who has passed two or
30 more sections of the uniform examination under the jurisdiction
31 of the accountancy board of another state may request that the
32 board recognize and adopt said passing grades. The request
33 shall be granted if the board determines the applicant satisfied
34 all of the qualifications which would have been required had
35 application been made to the Minnesota board on the date of

1 original application to the other accountancy board.

2 [For text of subp 3, see M.R.]

3 1100.2110 TYPES OF LICENSES.

4 A license is required for persons who:

5 A. engage in the practice of public accounting; and

6 B. hold certified public accountant or licensed
7 public accountant certificates, are eligible for licensure as
8 certified public accountants or licensed public accountants, and
9 who are self-employed or employed by certified public
10 accountants, licensed public accountants, or certified public
11 accountant or licensed public accountant corporations or
12 partnerships. For purposes of this chapter, such a license
13 shall be referred to as an active license.

14 Persons who have held active licenses in the past who are
15 not currently engaged in the practice of public accounting and
16 are exempt from the continuing professional education
17 requirements of parts 1100.6400 to 1100.7900 pursuant to part
18 1100.6700, subpart 1, shall be licensed. For purposes of this
19 chapter, such a license shall be referred to as an inactive
20 license.

21 1100.3000 CORPORATION'S LICENSE APPLICATION.

22 An application for license must be made on the form
23 provided by the board and must be accompanied by a certified
24 copy of the articles of incorporation filed with the Minnesota
25 secretary of state. Applications must be accompanied by the
26 appropriate fee as provided in part 1100.3600, in the form of a
27 money order or check made payable to "Minnesota Board of
28 Accountancy."

29 A corporation incorporated as a business corporation under
30 Minnesota Statutes, chapter 302A, before December 31, 1985,
31 shall be licensed by the board provided that the corporation
32 amends its articles to conform to Minnesota Statutes, sections
33 319A.07 to 319A.17 and 319A.21.

34 To qualify under this part, the amended articles must be in
35 effect and filed with the board by March 1, 1992.

1 A corporation that does not amend and file its articles by
2 March 1, 1992, and a corporation applying for initial licensure
3 after December 31, 1985, must incorporate under the Minnesota
4 Professional Corporations Act, Minnesota Statutes, chapter 319A.

5 To qualify under this part, a corporation incorporated in
6 another state must be incorporated as a corporation under the
7 laws of that state provided the laws are at least equivalent to
8 the Minnesota Professional Corporations Act, Minnesota Statutes,
9 chapter 319A.

10 A foreign corporation, incorporated as a business
11 corporation, shall amend its articles, bylaws, and buy-sell
12 agreements in accordance with the Minnesota Professional
13 Corporations Act, Minnesota Statutes, chapter 319A.

14 1100.3100 APPLICATION FOR INITIAL CORPORATION LICENSE.

15 The application for an initial corporation license shall be
16 filed with the board accompanied by a fee as provided in part
17 1100.3600, subpart 1, item G, and shall include the following:

18 [For text of items A to D, see M.R.]

19 1100.3200 NOTICE OF CORPORATION'S LICENSE REQUIREMENTS;
20 RESPONSIBILITY FOR APPLICATION AND FEE.

21 The board shall notify each currently licensed corporation
22 of the licensing requirements for the succeeding year. In the
23 absence of such notification, it is the responsibility of each
24 corporation in public practice to apply for a license and pay
25 the appropriate fee as provided in part 1100.3600, subpart 2.
26 The corporation is responsible for determining that each of its
27 CPA or LPA shareholders and employees practicing public
28 accounting in Minnesota is also currently licensed as an
29 individual with the board.

30 1100.3600 FEES.

31 Subpart 1. Initial application fees. Applications shall
32 be accompanied by fees payable to the "Minnesota Board of
33 Accountancy" in the amounts described in items A to G.

34 [For text of item A, see M.R.]

1 B. Application for certified public accountant
2 reexamination in failed sections, \$40 per section but not in
3 excess of \$150.

4 [For text of items C to F, see M.R.]

5 G. Application for initial corporation license, \$100.

6 Subp. 2. Annual license renewal fees. Annual license
7 renewal fees shall be as follows:

8 [For text of items A to C, see M.R.]

9 D. corporations, \$35.

10 [For text of subps 2a to 4, see M.R.]