

## Puerto Rico Board of Accountancy

### License/Ceremony Procedure

#### Apply Online

Please make sure to use a different username and email address than the one you used for the CPA Exam. The system will not allow you to use the same username and email address.

Go to: <http://www.nasba.org/licensure/nasbalicensing/puerto-rico/> to view requirements then go to <https://mycpalicense.org> to apply for a license.

Once you receive the license number from NASBA, proceed to purchase your stamp from an office supply store.

#### Stamp Requirements:

- Stamp must include:
  - “Your Name”
  - “Contador Publico Autorizado, Puerto Rico”
  - “Licencia Num. \_\_\_\_\_” (license number issued by NASBA)

#### The stamp CANNOT include:

- Seal of the Department of State;
- Seal of the Colegio de CPA;
- Logos, flags, maps, or design of any kind

Once the stamp has been purchased, proceed to register your stamp and signature by visiting <http://nasbastore.org>. Click on PR Board of Accountancy Stamp and Signature Registration to place your order.

See schedule below for the ceremony date and deadline to register your stamp.

**Note: a) candidates who do not comply with the deadlines for orientation and application submission dates below will not be permitted to attend the Certificate Ceremony. B) candidates who do not comply with the deadline for Stamp & Signature registration dates will not be sold stamps and/or log book by the PR CPA Society.**

Ceremony Dates	Stamp & Signature Registration Dates	Colegio de CPA Orientation Dates	Application Submission Deadline
February 6, 2015	January 30, 2015	January 14, 2015	January 23, 2015
May 1, 2015	April 24, 2015	April 17, 2015	April 17, 2015
August 14, 2015	August 7, 2015	August 4, 2015	July 31, 2015
November 6, 2015	October 30, 2015	October 21, 2015	October 23, 2015