

# Maine

## *Certificate of Enrollment*

If you have not yet met the education requirements for this state but are currently enrolled in an academic program at a U.S. college or university, you may still qualify to sit for the Uniform CPA Examination. All basic accounting courses must be complete before you submit your application. Your baccalaureate degree and 120 semester hours must be completed no later than 120 days following the date you sit for any section of the examination. CPA Examination Services must receive a final official transcript documenting successful completion of the education listed below.

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### Part 1 - To be completed by the candidate:

(After completing Part 1, submit this form to the registrar of the academic institution where your degree is being pursued.):

1. Applicant's Name: \_\_\_\_\_  
First Name Middle Name Last Name

2. Date of Birth: \_\_\_\_\_ mm/dd/yyyy  
3. National Candidate ID: \_\_\_\_\_  
On your CPA Portal Homepage, click your name, select My Info, it is listed under the CPA Portal Information.

4. I understand that I must complete my baccalaureate degree and 120 semester hours within 120 days of taking my first section of the examination. Failure to meet this deadline will result in my scores (including conditional credit) being voided. I further understand that I will be required to submit a final official transcript documenting successful completion of the courses and/or degree listed below.

\_\_\_\_\_  
Applicant's Signature Date

5. Name of academic institution: \_\_\_\_\_

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### Part 2- To be completed by the registrar of the academic institution:

1. Degree to be conferred: \_\_\_\_\_  
Type (BS, BA, MBA, etc) Major Expected Graduation Date

Seal of Institution	_____ Signature of Dean or Registrar	_____ Title
	_____ Date	

**This form must be uploaded as part of your Education Evaluation Application through your CPA Portal.**  
*(If the form is completed with a seal or embossing, it must be visible on the electronic version to be considered official.)*

If you are submitting this form AFTER you have already submitted your online application, you can email the form to:  
[etranscript@nasba.org](mailto:etranscript@nasba.org)