Board of Accountancy
WASHINGTON STATE

July 2026

A Commitment to Transparency, Service, and Public Trust

Cindy Kay, CPA
Executive Director

At the Washington State Board of Accountancy (ACB), our mission extends far beyond licensing and compliance. At the heart of everything we do is a commitment to protecting the public interest while supporting a strong, ethical, and forward-looking accounting profession across Washington State.

Regulatory agencies play a critical role in maintaining public trust. For the accounting profession, that trust is foundational. Individuals, businesses, government entities, and nonprofit organizations all rely on the integrity, objectivity, and professionalism of certified public accountants every day. Our Board exists to help ensure that trust remains strong through effective oversight, fair regulation, and meaningful and transparent engagement with the profession and the public we serve.

What makes our work especially important is that regulation is not something done to the profession — it is something done with the profession and for the benefit of the public. That partnership mindset is central to our approach at ACB.

In This Edition

The Board itself is composed of 9 dedicated professionals and public members who bring thoughtful leadership, diverse perspectives, and a deep sense of responsibility to every discussion and decision. Their service reflects a shared commitment to accountability, transparency, and continuous improvement. I am continually impressed by the level of care, dedication, and professionalism our Board members demonstrate in addressing both current challenges and future opportunities facing the profession.

At our agency, we also recognize the importance of open communication and accessibility. We want our constituents — licensees, applicants, educators, firms, students, agency partners, and members of the public — to feel informed, heard, and connected to the work we do. Transparency is not simply a principle we reference; it is a practice we actively pursue through outreach, public meetings, educational and local/national association relationships and resources, and ongoing dialogue with you all.

We encourage engagement and welcome feedback. Whether you are navigating licensure requirements, seeking guidance on professional standards, participating in rulemaking discussions, or simply wanting to better understand the role of the Board, we want those interactions to be positive, productive, and collaborative. We encourage you to reach out at any time. We also have created a customer experience survey for you to provide us with your experience when connecting with us. We deem it extremely important to provide you all with the most exceptional service we can. Here is the link to the survey: Customer Experience Survey

The accounting profession continues to evolve rapidly, and our agency is committed to evolving alongside it while remaining grounded in our core responsibility to serve and protect the public. My approach and vision as the Executive Director is to listen and work alongside those we serve so we can foster trust, encourage innovation, and help build a stronger profession that is prepared for the future.

I do want to thank you all for your continued dedication and service. Your work strengthens public confidence and supports the integrity of the profession across our state.

As we look ahead, the Board and I will continue to work with each of you to build that future.

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HELP US, HELP YOU, ANY SUGGESTIONS?
Please send your suggestions to customerservice@acb.wa.gov.

Continuing Professional Education (CPE)

As we often do in our newsletter, let's talk about CPE; it's important. Three areas that deserve some extra attention are:

20-hour Minimum Annual CPE Requirement

CPAs who want to renew their license in an active status must complete 120 overall hours of CPE during their CPE reporting period, including a Washington State Board Approved Ethics course. This has been the requirement for many years.

But don't forget, you must also complete a minimum of 20 CPE hours each year of your CPE reporting period. You will not meet your CPE requirements if you do not complete 20 hours of acceptable CPE in each year of your CPE reporting period. You can spread the other 60 CPE hours across your CPE reporting period any way you wish.

Keep in mind that these specific types of acceptable CPE may count towards your overall CPE requirement but do not count towards the minimum annual requirement:

- First-time instructor/developer of a CPE course or college or university course qualifying for CPE credit.
- Authorship of published articles, books, or other publications relevant to the profession.

Allowable CPE Increments

Standard CPE courses, courses longer than 1.0 CPE hour, are earned in tenths of an hour increments after the first hour is earned.

Nano learning, defined as a stand-alone CPE course that is a minimum of 10 minutes (0.2 CPE credit hours) consisting of electronic self-study with a stated learning objective and a minimum of two final assessment questions, earns CPE in increments of a tenth of hours starting at 0.2 CPE hours and ending at 0.9 CPE hours. Any course less than 10 minutes, while it may contain important information, does not qualify for CPE credit.

Rounding down to the nearest tenth of an hour is required for standard CPE and nano learning. So, if the course provider lists the earned hours on the course completion certificate as 1.75 hours, you must log 1.7 hours in the CPE Tracker. You can't claim more CPE than you earned; you can claim a little less.

CPE Extension Requests

The CPE requirements have multiple components (Washington State Board Approved Ethics course (WA ethics), 20-hour minimum annual requirement, 120-hour overall requirement, etc.), and all must be met to qualify for renewal. So, if you fail to meet one or more components of the CPE requirements, you have not met your CPE requirement for renewal, but you can request a CPE extension once your overall and WA ethics CPE requirements are met.

Board Rule, WAC 4-30-134(3), authorizes anyone who failed to complete their CPE by the end of their reporting period to request a CPE extension. Individual hardship is no longer a factor.

However, you will want to closely pay attention to section 3(c) of the rule. CPE extensions are not authorized in back-to-back CPE reporting periods. If you requested a CPE extension with your prior renewal, you are not authorized one with your next renewal.

Do you have questions about CPE or anything else? Please reach out to us at customerservice@acb.wa.gov.

Managing Your CPE Records

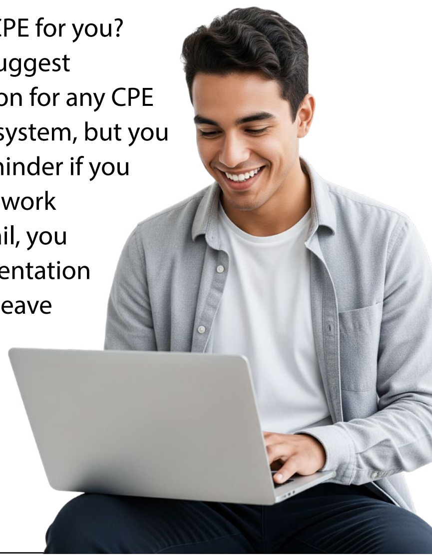
Do you work for a CPA firm or employer that tracks your CPE through their internal systems?

This is an amazing service that helps keep you on track with your CPE compliance. However, more often than not, this is not considered acceptable documentation for CPE compliance. Ultimately, the burden of retaining acceptable proof of completed CPE falls to you.

If you read the fine print on most in-house CPE summaries, it states, "for internal use only" or "State Boards may require certificates of completion." Be sure you retain copies of certificates submitted to your employer for CPE tracking. If you take in-house CPE and they don't issue you a certificate of completion, we strongly advise you request that they provide you with one. Please ensure you have in your possession acceptable documentation for each course taken.

New employment opportunity on the horizon?

Does your current firm track your CPE for you? As part of your exit interview, we suggest requesting certificates of completion for any CPE that is in your employer's tracking system, but you have not yet downloaded. As a reminder if you keep your documentation on your work computer or tied to your work email, you should send a copy of your documentation to your personal email before you leave your employer.



Your Feedback Matters to Us

We recently updated our customer survey with a strong focus on customer experience, and we'd love to hear from you! Whether you've had a positive interaction with Board staff or have suggestions for how we can improve, your input helps us continue providing better service to our community.

If you've recently worked with a member of our team, please take a few moments to complete our Customer Experience Survey. You can access the survey through the link provided. The link is also included in staff email signatures or by visiting acb.wa.gov. The survey link is located directly below the green "My Account Login (SAW)" button on our website.

Lapsed CPA License Notice

Did you forget to submit your renewal application?
You can get your license back in an active status quickly by:

- Completing the required Continuing Professional Education (CPE).
  - 120 CPE credit hours, including a Washington State Board Approved Ethics course.
  - The CPE hours must be completed within the 36 months preceding your application date, except the Washington State Board Approved Ethics course, which must be completed within the 6 months preceding the date of application.
- Logging your completed CPE in the CPE Tracker located in our online services through your SecureAccess Washington (SAW) account registered with us.
- Uploading acceptable CPE documentation (course completion certificates, etc.) into the CPE Tracker for all CPE claimed.
- Submitting the reinstatement application through our online services.
- Paying the reinstatement fee of $480.

We process reinstatement applications as quickly as possible to keep your time in a lapsed status to a minimum.

Look Out for an Update on How You Log In!

Later this year, the Board of Accountancy will be transitioning away from SecureAccess Washington (SAW) for login and using WA.gov instead. This will mean you have to sign up for an account with WA.gov, but once you are logged in, everything will work the same as before. You may already have a WA.gov account that you can utilize if you use services from other Washington State government agencies. This isn't happening yet, but look out for communication from us later in the year for more information and instructions.

For more information about this change, please visit the following page at WA.gov: Washington state is launching WA.gov accounts.

Registering a Preferred Name

The Board allows licensees to add a preferred first name even if it is different from their legal name. This gives you the option to be known professionally by a name you commonly use, while keeping your legal name on record.

Your legal name will remain the official name registered with the Board. However, your preferred first name will show alongside your legal name in the Board's licensee search. This helps clients, employers, and the public verify your license, while also recognizing the name you use day to day. Preferred first names will not appear on CPAVerify.org.

To add a preferred first name, log into the Board's online service through SecureAccess Washington (SAW), and choose Name Change on the dashboard. You do not need to provide legal documentation to register a preferred first name.

Registering a preferred name is meant to make it easier for licensees to use the name they are known by, while keeping Board records accurate and consistent.

Website Language Tools

Did you know you can change the language displayed on our website? On the top right corner of our homepage, acb.wa.gov, next to the green, "My Account Login (SAW)" button, you will find a language dropdown menu. English is selected by default, but you can choose from several available languages to view website content in your preferred language.

Please note that translations are provided through Google Translate, so some information may not translate perfectly. If you have questions, need clarification, or would like assistance with information found on our website, Customer Service is happy to help!

By the Numbers

For those of you that like numbers (and who doesn't), here are our numbers as of June 30, 2026.

Washington State's credentialed population:

CPA Licenses	26,203
CPA-Inactive	920
CPA Firm Licenses	1,478
Non-Licensee Firm Owner Registrations	97

Congratulations!

Recognizing Newly Licensed Washington CPAs

Each quarter, we recognize individuals who have been issued a Washington State CPA license. Whether they are newly licensed CPAs or CPAs licensed in another state obtaining their first Washington license, earning a CPA license reflects significant education, examination, and professional commitment, and it marks an important step in their career.

To acknowledge this achievement, we publish a quarterly list of individuals who have been issued a Washington CPA license. We recognize their accomplishment and formally welcome them to the Washington CPA community. To view the list of individuals issued Washington State CPA licensees during the most recent quarter, please follow the link provided: Congratulations to Our Newest CPAs!

The **CPA journey**—more organized, transparent and accessible **on the go!**

- Access and download the Notice to Schedule (NTS)
- View CPA Exam scores
- Manage payment coupons and international administration fees
- Receive reminders and alerts for critical deadlines
- Access jurisdiction-specific requirements and guidance
- Track Exam eligibility and application status (for jurisdictions that NASBA processes eligibility)

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