

CPA Canada Path to Post-Designation Licensing for CPA Members

PLEASE NOTE: There are both education and practical experience requirements for licensing. The information below relates to the education requirements; please contact your provincial body for information about the practical experience requirements.

EDUCATION AND EXAMINATION REQUIREMENTS FOR LICENSING

- Registrants looking for licensure will be required to complete the nationally- developed CPA Post Designation Public Accounting (PDPA) Program, which includes the PDPA Module and PDPA Examination.

PDPA Schedule and Delivery

The schedule for the PDPA modules, which shows module registration and exam dates, is available below. Modules are eight weeks long and delivered online through Desire2Learn.

PDPA PROGRAM

PDPA Module Overview

The PDPA module covers the technical knowledge required for public accounting registration, including tax, assurance, financial reporting, finance, and strategy and governance. It is a self-study module that consists of reading resources, practice problems, and multiple-choice questions covering the CPA Competency Map at the elective level. There are no deadlines, submissions, or face-to-face components (for example, workshops) to the module.

Designed as a preparatory module, participants are provided with a suggested eight-week study schedule to assist with the preparation for the PDPA examination. Candidates must complete the PDPA module to be eligible to write the PDPA examination.

PDPA Module Format

The PDPA module consists of the following learning resources:

Learning Resource	Explanation
Oracle document	Weekly reading resources to assist in development of technical competencies, with a focus on financial reporting, assurance, and tax at an elective level of knowledge. The Oracle includes practice problems.
Quiz (Multiple choice questions)	Tests knowledge learned from the assigned Oracle documents. Unlimited attempts with feedback provided immediately upon completion of the quiz.
Virtual Professional Library (VPL)	Includes the CPA Canada Handbook, CPEM and Income Tax Collection.
Study schedule	Suggested 8-week study schedule, outlining the materials to be completed each week to work through all provided materials before the PDPA examination. The module is self-paced; registrants will need to consider personal and work commitments in developing a schedule that works.

Registrants should expect to spend between 15-to-17 hours each week to complete the assigned learning resources, as noted above. This time estimate does not include review of prerequisite knowledge.

The PDPA module is self-study and does not include access to a facilitator. There are no deadlines, assignment submissions, or workshops in the module. Participants will be provided with an unmonitored discussion board to communicate with other participants.

PDPA Examination

The PDPA examination consists of objective format questions testing the required technical knowledge for public accounting registration. See the PDPA Examination Blueprint for more information, including competencies covered.

FREQUENTLY ASKED QUESTIONS (FAQs)

- Q. How do I register for the modules?
- A. If you are interested in registering for a module, start by completing a Member Registration Form and return it to CPAPEI. After you complete this form and pay the fee, CPAPEI will arrange for CPA Canada to send you access.
- Q. What is the cost of the modules?
- A. The fee for the PDPA module is \$1,300 + HST, which includes the module materials and the exam. The fee to rewrite the exam only is \$1000 + HST.
- Q. Am I required to have specific equipment?
- A. All module materials are provided electronically, therefore you are expected to have a computer and internet connect to access these files. At least 1 GB of RAM, 100 MB of free hard-drive space, and a free USB port are required to support software and applications used during the module. The PDPA examination is computer based and written on computers provided by the profession.
- Q. Can I defer the examination?
- A. The PDPA examination may not be deferred; individuals unable to write the PDPA examination must re-enroll for the next offering of the module.
- Q. In which cities are examinations held?
- A. The PDPA Exam will be written in Charlottetown, PE.
- Q. What competencies are covered in the PDPA module?
- A. The CPA Competency Map and CPA Knowledge Supplement details the competencies covered in the PDPA. For the PDPA module, the CPA competency map details the competencies in two sections, assurance and tax. The CPA Competency Map and CPA Knowledge supplement are available at <https://www.cpacanada.ca/en/become-a-cpa/pathways-to-becoming-a-cpa/national-education-resources/the-cpa-competency-map>
- Q. How do I access Desire2Learn?
- A. Registrants will receive access to Desire2Learn at least one day before the module start date. Login details will be provided via email and will be delivered directly from CPA Canada.
- Q. I understand that there are practical experience requirements associated with PDPA. I have access to PERT; should I make changes in PERT through My CPA portal to reflect PDPA-related practical experience?
- A. No; if you have access to PERT, please refrain from making any changes related to PDPA. If you have questions about how best to log PDPA-related practical experience, please contact CPAPEI.

2021-2022 CPA Module Key Dates

TERM	MODULE	REGISTRATION DEADLINE	MODULE DATES	EXAM DATE	RESULTS RELEASE
Summer 2021	PDPA	July 31, 2021	June 26, 2021 – November 5, 2021	November 5, 2021 9:00 am – 1:30 pm	December 17, 2021
Summer 2022	PDPA	July 25, 2022	June 25, 2022 - November 3, 2022	November 3, 2022 Time TBD	December 16, 2022



Member Registration Form For Registration in PDPA Modules

Please return completed form to info@cpapei.ca

MEMBER INFORMATION *(all fields mandatory)*

First Name:		Last Name:		Preferred Name:	
Residency Status:					
Canadian Citizen		Permanent Resident		Temporary Resident	
CPA Provincial Governing Body:			CPA Canada Membership Number:		
Home Address					
Street:		City:	Province:		Postal code:
Home Telephone:			Personal Email:		
Business Name:					
Business Address					
Street:		City:	Province:		Postal code:
Business Telephone:			Business Email:		
Please indicate preferred email contact:					
Home		Business			
Disclaimer: <i>I agree to receive communications from CPA Canada and CPAPEI related to my course registrations.</i>					
I agree to the terms above					
Payment Due: \$1,300 + HST Payment may be made by: <ul style="list-style-type: none"> cheque, sent to CPAPEI PO Box 301, Charlottetown, PE C1A 7K7 Interac eTransfer, sent to info@cpapei.ca Visa or Mastercard – complete and return authorization form to info@cpapei.ca 					

Post Designation Public Accounting (PDPA) Exam Blueprint – December 2017

OVERALL EXAM - PDPA

Objective-Format Portion	Case-Based Portion	Other Information
60 objective-format questions for an estimated time of 2 ½ hours	One 2-hour integrated case	<ul style="list-style-type: none"> The PDPA exam will be four and a half hours in length. Candidates are responsible for managing the time allocation between the objective-format portion and the case portion as it will not be controlled as part of the examination. The technical knowledge tested is at the same level as the Tax and Assurance CPA PEP electives. Candidates will have access to restricted resource material, i.e., CPA Handbooks, the Income Tax Act, a tax shield formula and other relevant tax information. The standards and regulations are those in effect as of December 31 of the prior year. Candidates must demonstrate depth in the Assurance and Financial Reporting competencies, breadth in Taxation competency, and must demonstrate sufficient competency over all the competencies tested.

PDPA COMPETENCY AREA WEIGHTINGS

OBJECTIVE-FORMAT PORTION	
CPA Competency	Number of questions
1. Financial Reporting	10
2. Strategy and Governance	5
4. Audit and Assurance	10
5. Finance	5
6. Taxation	30

CASE PORTION
Case will assess competencies in Assurance and Financial Reporting. Approximately 50% of competency assessments will be on the Assurance competencies and approximately 50% of competency assessments will be on the Financial Reporting competencies.