

## Chapter Accy 3

### EXAMINATIONS

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**Note:** Chapter Accy 3 as it existed on November 30, 1993 was repealed and a new chapter Accy 3 was created effective December 1, 1993.

**Accy 3.01 Authority.** The rules in this chapter are adopted pursuant to the authority in ss. 15.08 (5) (b), 227.11 (2) and 442.04 (5), Stats.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93.

**Accy 3.02 Examinations.** A candidate for a certified public accountant certificate shall successfully pass the certified public accountant examination set forth in s. Accy 3.03 and the professional ethics examination set forth in s. Accy 3.10.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93.

**Accy 3.03 Certified public accountant examination.** (1) The subjects covering the discipline of accounting in the certified public accountant examination shall be as provided in the 4 sections of the board of examiners of the American institute of certified public accountants uniform certified public accountant examination. The passing grade on each section is 75 or higher.

**Note:** The 4 sections of the examination are Accounting Practice (Part I and Part II), Accounting Theory, Auditing, and Business Law. Commencing with the examination to be given in May, 1994, the 4 sections of the examination will be Accounting and Reporting, Financial Accounting and Reporting, Auditing, and Business Law and Professional Responsibilities.

(2) Examinations shall be graded by the board of examiners of the American institute of certified public accountants advisory grading service.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93.

**Accy 3.04 Education.** A candidate for the certified public accountant examination must possess a bachelor's or higher degree with a resident major in accounting, as defined in s. Accy 7.02 (3), or the reasonable equivalence of a resident major in accounting, as defined in s. Accy 7.03 (1), or reasonably expect to receive a degree with a resident major in accounting or its reasonable equivalence within 45 days following the date of examination.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93. r. and recr. Register, March, 1996, No. 483, eff. 4-1-96.

**Accy 3.05 Examination application.** (1) A candidate for the certified public accountant examination shall apply on an application form provided by the board and file the application in the board office no later than 60 days prior to the examination date. The application shall be supported by all of the following:

- The appropriate fee authorized in s. 440.05, Stats.
- Proof of fulfilling the educational requirements, by submitting either:
  - Certified copies of transcripts for all academic work completed at an institution, as defined in s. 442.04 (4) (a), Stats., at least one of which must reflect the award of a bachelor's or higher degree, if the candidate has graduated prior to filing the application.
  - Verification from an institution, as defined in s. 442.04 (4) (a), Stats., that the candidate is expected to graduate with a resi-

dent major in accounting within 60 days following the examination date.

3. Certified copies of transcripts for all academic work completed at an institution, as defined in s. 442.04 (4) (a), Stats., a list of all courses in which the candidate is currently enrolled, and verification from the institution that the candidate is expected to graduate within 60 days following the examination date, if the candidate expects to receive the reasonable equivalence of a resident major in accounting.

(c) Request for accommodation of disability, if applicable.

(2) The board shall notify a candidate of the examination site when the completed application has been accepted by the board.

(3) Applicants who have the educational requirements by the application deadline may apply to take the next scheduled examination, but no certified public accountant certificate may be issued until all other requirements are met.

**Note:** Application forms are available upon request to the board office located at 1400 East Washington Avenue, P.O. Box 8935, Madison, WI 53708.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93.; r. and recr. Register, March, 1996, No. 483, eff. 4-1-96; am. (1) (b) 2. and 3., Register, January, 1999, No. 517, eff. 2-1-99.

**Accy 3.055 Verification of graduation after examination; release or invalidation of examination scores.**

(1) A candidate permitted to sit for the examination upon the basis of reasonably expecting to receive a bachelor's or higher degree with a resident major in accounting or the reasonable equivalence of a resident major in accounting within 60 days following the examination must submit certified copies of transcripts for all academic work completed at an institution, at least one of which must reflect the award of a bachelor's or higher degree, to the board office within 120 days following the date of the examination.

(2) The examination scores of a candidate who fails to submit the required documentation shall not be released until the required documentation is submitted.

(3) A candidate who fails to receive a bachelor's or higher degree with a resident major in accounting or the reasonable equivalence of a resident major in accounting within 60 days following the examination shall be deemed ineligible to have taken the examination, and the scores shall be deemed null and void.

**History:** Cr. Register, March, 1996, No. 483, eff. 4-1-96; am. (1) and (3), Register, January, 1999, No. 517, eff. 2-1-99.

**Accy 3.06 Examination.** (1) A candidate shall be allowed to sit for each section of the uniform certified public accountant examination individually and in any order.

(2) A candidate shall retain credit for any section passed for 18 months. A candidate may not retake a failed section within the same calendar quarter.

(3) A candidate must pass all 4 sections of the uniform certified public accountant examination within a rolling 18-month period which begins on the date that the first section is passed.

(4) If all 4 sections of the uniform certified public accountant examination are not passed within the rolling 18-month period, credit for any section passed outside the 18-month period shall expire and that section shall be retaken.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; CR 02-149: r. and recr. Register October 2003 No. 574, eff. 11-1-03.

**Accy 3.07 Transition rules. (1)** In this section the transition period means the 18-month period of time that begins with the first month that the computer-based examination is offered.

(2) A candidate who has attained credit for paper-based examination sections passed as of the start of the transition period shall be allowed a transition period to complete any remaining sections of the certified public accountant examination during the transition.

(3) If a candidate does not pass all remaining sections during the transition period, credits earned under the paper-and-pencil examination will expire.

(4) Any section passed during the transition period is subject to the granting of credit provisions in s. Accy 3.06.

(5) A candidate passing the auditing section on the paper-and-pencil examination shall be deemed to have passed the auditing and attestation section of the computer-based examination.

(6) A candidate passing the financial accounting and reporting section on the paper-and-pencil examination shall be deemed to have passed the financial accounting and reporting section of the computer-based examination.

(7) A candidate passing the accounting and reporting section on the paper-and-pencil examination shall be deemed to have passed the regulation section of the computer-based examination.

(8) A candidate passing the business law and professional responsibilities section on the paper-and-pencil examination shall be deemed to have passed the environment and concepts section of the computer-based examination.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; am. Register, August, 1995, No. 476, eff. 9-1-95; CR 02-149: r. and recr. Register October 2003 No. 574, eff. 11-1-03.

**Accy 3.08 Examination grades of other states.** A candidate for the C.P.A. certificate who becomes domiciled in this state, and who has acquired examination passing credits under the uniform examination of another state, may apply for acceptance of those credits by this state, toward fulfillment of the requirements for a C.P.A. certificate in this state. The board may accept such credits if the candidate could have otherwise qualified as a candidate in this state.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93.

**Accy 3.09 Cheating on examination. (1)** Cheating on the certified public accountant examination is a serious breach of integrity and indicates a lack of good professional character. Cheating on an examination includes, but is not limited to:

(a) Communications concerning an examination being written between candidates inside or outside of the examination room, or copying another's answers.

(b) Communications concerning an examination being written with accomplices outside of the examination room.

(c) Substitution by a candidate of another person to sit in the examination room for the candidate and write one or more of the examination questions or papers for the candidate.

(d) Reference to "crib notes," test books or other materials inside or outside the examination room during periods examinations are being written.

(e) Divulging the nature or content of any examination question or answer to any individual or entity subsequent to the conclusion of the examination.

(f) Removing any examination materials, notes or other similar materials from the examination room.

(2) Penalties imposed by the board for cheating on the examination shall be related to the seriousness of the offense. Cheating which was planned in advance is the most serious offense. Penalties may include the entering of a failing grade on all sections written for the examinations in which cheating occurred and suspension of the right to write the next scheduled examination after the examination in which cheating occurred or to the entering of a failing grade on all sections written for the examinations in which cheating occurred and suspension of the right to write for as many as the next 6 scheduled examinations after the examination in which cheating occurred. Time within which conditional credit previously earned for passing part of the examination may be extended by board action in situations where penalties are levied, and by as long as the period of suspension.

(3) If more than one candidate is involved in a connected offense of cheating on an examination, each candidate knowingly involved in the cheating is subject to penalties.

(4) Other jurisdictions to which a candidate may apply to write the certified public accountant examination during a period of suspension of the right to write shall be notified of the penalty levied in Wisconsin.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93; cr. (1) (e) and (f), Register, March, 1996, No. 483, eff. 4-1-96.

**Accy 3.10 Professional ethics examination. (1)** A candidate for a certified public accountant certificate shall successfully pass an open book professional ethics examination on statutes and rules governing the practice of public accounting in Wisconsin.

(2) The passing grade on the professional ethics examination is 80.

(3) A candidate who fails to achieve a passing score on the professional ethics examination is not eligible for reexamination for 30 days following notification of the failure. A candidate who fails to achieve a passing score upon reexamination is not eligible for another reexamination for 90 days following notification of the reexamination failure.

**History:** Cr. Register, November, 1993, No. 455, eff. 12-1-93.

**Accy 3.11 Examination review. (1)** Applicants for the certified public accountant examination may request a review of their examination papers from the American institute of certified public accountants advisory grading service.

(2) An applicant who fails the professional ethics examination may request a review of the examination. The following conditions apply:

(a) The applicant shall file a written request to the board within 30 days of the date on which examination results were mailed and pay the fee under s. SPS 4.05.

(b) Examination reviews are by appointment only and shall be limited to one hour.

(c) Reviews shall be conducted prior to the time an applicant applies to retake the examination.

(d) An applicant may review each failed examination only once.

(e) The examination may be reviewed by telephone. During a telephone review an applicant shall be provided with the statute or administrative code reference number and the topic of the test questions the applicant failed.

(f) An applicant may not be accompanied during the review by any person other than the proctors.

(g) Bound reference books shall be permitted in the review.

(h) Applicants may not remove any notes from the review. Notes shall be retained by the proctor.

(i) The proctor shall not respond to inquiries by the applicant regarding allegations of examination error.

**History:** Cr. Register, March, 1996, No. 483, eff. 4-1-96; correction in (2) (a) made under s. 13.92 (4) (b) 7., Stats., Register November 2011 No. 671.