

READMISSION POLICY

Throughout the CPA Newfoundland and Labrador (CPA NL) regulatory framework there are a number of circumstances that could give rise to a Member ceasing to be a Member of CPA NL and CPA Canada. The circumstances could result from resignation, expulsion for non-payment of fees (By-law 510), failure to comply with Professional Liability Insurance requirements (By-law 433), expulsion for failure to comply with the annual reporting requirements (By-law 308), expulsion for failure to comply with the CPD reporting requirements (By-law 315) or expulsion resulting from a disciplinary proceeding. This policy has been defined to capture the specific conditions of Readmission into CPA NL. This policy does not apply to members who are transferring from another province and are currently members in good standing in that province or who are seeking affiliate membership in Newfoundland and Labrador while maintaining Membership in another province.

The approval of a request for readmission as a member of CPA NL is conditional on the former member meeting the following conditions:

- Apply to the registrar in the prescribed form;
- Provide a criminal records screening certificate;
- Provide 2 positive references from individuals, who are not related to the applicant and who currently hold the CPA Canada designation and who are in good standing;
- Pay application fee as prescribed by the Board;
- Pay outstanding annual fees for the years away from Membership, capped at five years;
- Complete outstanding CPD for the years away from Membership or provide a plan approved by the CEO, capped at three years;
- Have met any other conditions that may have been placed on the Member by CPA NL or its predecessor organizations;
- Provide a declaration that there has been no conduct of any kind, either actions or omissions, on the part of the former member during the period of non-membership in CPA NL that would negatively impact the CPA profession or the CPA designation; and
- In circumstances where the applicant has been carrying on activities that would have been subject to CPA NL Practice Inspection had the applicant been a member of CPA NL, a satisfactory CPA NL practice inspection will be required as a pre-condition to re-admission. The cost of the practice inspection will be based on time incurred at an hourly rate as determined by the board from time to time and will be the responsibility of the applicant. CPA NL will require payment of a \$1,500 retainer prior to commencing the inspection.
- A member seeking readmission as a licensed public accountant would be required to meet these requirements but also meet the requirements defined in CPA NL by-law 410-421.

EFFECTIVE DATE OF READMISSION

A request for readmission into the CPA Newfoundland and Labrador shall not be effective until duly approved by the Membership and Licensing Committee on behalf of the Board of Directors.