



Certified Public Accountant Requirements for New Mexico Licensure

Applications for initial licensure in New Mexico are completed online. The following is a guide of required items needed to complete your application. Directions on using the online system are available at www.rld.nm.gov. Please email Accountancy.Board@state.nm.us with questions.

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| <input type="checkbox"/> | License Fee | \$175 Paid by echeck or visa mastercard at the end of the application
\$305 For reinstatement (\$175 application & \$130 renewal) |
| <input type="checkbox"/> | Fingerprints | Processed through a third party, review directions on the board website |
| <input type="checkbox"/> | Education | Bachelor's degree with a minimum 150 semester hours including 30 hours in accounting. NASBA will submit transcripts with exam scores directly to the board. The board will request official transcripts as needed. Grade transfer applicants require official transcripts sent directly to the board. |
| <input type="checkbox"/> | Exam Scores | Applicants must successfully pass all four parts of the CPA exam. Examination scores will be sent directly to the Board from NASBA. If NM is not your jurisdiction, please apply by grade transfer. |
| <input type="checkbox"/> | Interstate of verification of examination scores | This form authorizes state boards of accountancy to exchange CPA examination score information and/or licensure status. This form is submitted directly to the board from the completeing state. Required for reciprocity or grade transfer. |
| <input type="checkbox"/> | Experience Verification | Applicants shall have one year of experience verified by an active, licensed CPA. The form is available on the Board website. This form is submitted directly to the board by the completing CPA. |
| <input type="checkbox"/> | Interstate notification of verifying CPA's license | This form authorizes state boards of accountancy to exchange license status for the CPA completing an expereince verification. This form is sent directly to the board from the verifying state. |
| <input type="checkbox"/> | AICPA Ethics Exam | Certificate of completion. Please review directions for obtaining the exam on the board website. |
| <input type="checkbox"/> | NM Residency | Required for grade transfer applicants only. |
| <input type="checkbox"/> | CPE | Reinstatement applicants. 40 hours for each year cancelled, 120 hours for the last three years not to exceed 200 hours over a five years from date of submission. |

All approved applicants are required to attend a board sponsored Swearing In Ceremony within one year of licensure. Application submission is subject to Board approval.