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**NOTIFICATION OF RETURN TO ACTIVE STATUS (RTAS)  
FOR CONTINUING PROFESSIONAL EDUCATION (CPE)**

Cert/Lic No. \_\_\_\_\_ Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email : \_\_\_\_\_

**NOTICE OF RETURN TO ACTIVE STATUS:**

The effective date of my return to active status is: \_\_\_\_\_  
(Date you began performing work associated with accounting or reinstated your CPA certificate)

Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_  
\_\_\_\_\_

**Return to Active Status requirements are outlined in Section 10:15-30-9 of the Oklahoma Administrative Code. Briefly summarized:**

- ✓ Registrants are required to complete 40 hours of CPE for each year CPE was not reported to the Board, either due to an exemption, revocation, or cancellation. Maximum - 120 hours.
- ✓ 40 hours of CPE are due within 60 days of the date of return to active status
- ✓ Remaining hours are due within one year of the date of return to active status
- ✓ 4 hours of ethics must be earned if the registrant owes 120 hours of CPE
- ✓ 2 hours of ethics must be earned if the registrant owes fewer than 120 hours of CPE
- ✓ Any CPE hours earned while exempt, revoked, or cancelled, during the preceding three years may be claimed

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please attach CPE documentation that you wish to apply towards your RTAS. Correspondence will be sent to you detailing your requirements for the Return to Active Status process. For additional information please contact Heather Grable, CPE Coordinator, at (405) 522-3089.**