

CPA ONTARIO TRANSCRIPT REQUIREMENTS

UNOFFICIAL TRANSCRIPTS

An unofficial transcript must be issued by the post-secondary institution or printed directly from the post-secondary institution's website. An unofficial transcript must show the following:

1. Candidate Name
2. Institution (university or college) name/logo or URL
3. Course name and course code of all courses completed
4. Date, year or semester of completed courses
5. Grade and credit-hours acquired in courses
6. List of all previous institutions attended (as applicable)
7. List of credits earned through a foreign institution or exchange program (as applicable)
8. List of transfer credits and letter of permission courses (as applicable)
9. Show advanced placement, General Certificate of Education, International Baccalaureate or college transfer credits (as applicable)

Please refer to CPA Ontario's [transcript assessment policy](#) to determine requirements for submitting your official transcripts.