Chartered Professional Accountants of Ontario
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Continuing Professional Development (CPD) Log

If faxing in this form, please keep the fax confirmation for your records. A scanned copy of the CPD Log can be emailed to CPA Ontario; put "CPD Log" in the subject line of the email and email it to membercustomerservice@cpaontario.ca. Complete one CPD Log for each calendar year being reported.

CPD Log required for (select **ONE**): ☐ Reinstatement ☐ Readmission ☐ Public Accounting Licence ☐ CPD Audit

Member's Full Name: _____ **CPA Ontario ID:** ☐☐☐☐☐☐☐☐

The CPD Log should be completed in sufficient detail to show how the required CPD has been completed.

Date(s) (mm/dd/yyyy)	Course Name and Research Area	CPD provider or sponsoring organization	Verifiable CPD Hours	Unverifiable CPD Hours
Total hours for the year ended December 31, ☐☐☐☐				

It is recommended that records or documents (e.g., course description or outline) providing evidence of the completion of CPD be kept for a total of five years for possible review or audit by CPA Ontario.

_____ X _____ ☐☐/☐☐/☐☐☐☐

Print Full Name | Signature | Date (mm/dd/yyyy)

Privacy Statement

CPA Ontario is committed to respecting your privacy and protecting your personal information. The collection, use and disclosure of your personal information that may be made by CPA Ontario is described in CPA Ontario's Privacy Policy. The information collected in CPA Ontario's member portal is used primarily for the purposes of assessing continuing professional development compliance.