

2017 Virginia-Specific Ethics Course Sponsor/Provider Application

The Virginia Board of Accountancy has contracted with the Virginia Society of Certified Public Accountants as the only content/material provider of the Virginia-Specific Ethics Course. The VBOA requires all sponsors/providers of the Virginia-Specific Ethics Course be pre-approved prior to instructing the course. Sponsors will be required to demonstrate their compliance with the VBOA's policy on content/material and instructor requirements prior to approval. Sponsors not pre-approved annually by VBOA staff will not be recognized by the VBOA as an acceptable course provider. Licensees will not be granted CPE credit for completing a Virginia-Specific Ethics Course from a non-approved sponsor/provider.

Please complete and return this form by email to boa@boa.virginia.gov, fax at (804) 527-4409 or by mail at 9960 Mayland Drive, Suite 402, Henrico, VA 23233.

SPONSOR INFORMATION

Name: _____

Address: _____ Phone number: _____

Email: _____ Website: _____

- I certify that to my knowledge all the instructors listed below hold an Active Virginia CPA license in good standing.
- I certify that the Virginia-Specific Ethics Course will be instructor-led.
- I certify that I will obtain the course content/material from the VSCPA prior to providing the Virginia-Specific Ethics Course to any licensees.
- I understand that I must be pre-approved annually by VBOA staff as a provider of this course. If approved, I will be listed on the VBOA's website as an approved provider.
- I certify that I will submit all course comments to the VBOA within 60 days of receipt.
- I understand that I will not provide the annual ethics course later than January 31 for the previous calendar year.
- I understand if the course content/material is not obtained from the VSCPA, my sponsorship will not be valid and be removed as an approved provider on the VBOA's website.

Instructor name(s)	Virginia license number(s)	Methods to teach the instructor-led course (ex. live seminars, conference sessions, online self-study, live webcast, on-demand webcast, in-house training)

Please attach additional sheets if needed.

Name: _____ Date: _____

Signature: _____