Licensees chosen for the annual CPE audit can choose one of the two following options for submitting the required documentation online.

1. **Using the NASBA CPE Audit Service:**

   Go to: [https://cpeauditservice.nasba.org/cpa/login](https://cpeauditservice.nasba.org/cpa/login)

   For first time users: Follow the instructions onscreen to create an account using the previously issued registration code. Please note you will need to contact NASBA if you are unable to locate your code.

   CPA: Account Registration/First Time Login

   Returning users: Sign in

   The following videos can assist you with using the NASBA CPE Audit Service:

   CPA: Entering Credits    CPA: Compliance Report    CPA: Missing Information

   If using the NASBA CPE Audit Service to respond, you **must** notify the Bureau of Education & Testing in writing. Additionally, please remember to answer all questions within the NASBA CPE Audit Service correctly and click the “Submit for Audit” button.

2. **Using the DBPR Online Services Portal:**


   At the bottom of the page, click on Renew & Manage My License; then select Login & Manage My License.