

CPABC Penalties for Non-Compliance with PER Reporting Requirements

In accordance with section 3.1.6 (Penalties for missed reports) of the [PER Requirement Guide](#), failure to submit required experience reports may result in a penalty, as determined by the provincial/regional body.

As such, the following is an outline of CPABC's determined penalties and consequences.

1. **NON-COMPLIANCE WITH MENTOR REVIEWS**

Mentors are required to meet with CPA students/candidates at least **twice** each year to review the competency development recorded within the CPA practical experience reporting tool (PERT). Mentors are responsible for documenting that meetings have occurred and noting, within the CPA PERT, any competency development concerns.

CPABC Penalty:

- One additional month of duration added to the 30-month requirement per Mentor Review missed
- Penalty to be added at the time Profession Assessment is reviewed

2. **NON-COMPLIANCE WITH REPORTING GUIDELINES**

Depending upon the reporting path a student/candidate is following, specific reporting guidelines apply. These specific guidelines can be found in section 3 (Experience reporting and assessments) of the [PER Requirement Guide](#).

CPABC Penalty:

- To be determined