



PERC

Professional
Experience
Required for
Certification



CERTIFIED
GENERAL
ACCOUNTANTS

We see more than numbers.

The national reporting process for students
in the CGA program

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Welcome to PERC – Professional Experience Required for Certification

When you think professional experience, think PERC, the national reporting process for students in the CGA program. With PERC, students can document their experiences online and submit it annually.

This will ensure they have the opportunity to:

- record their professional experience as it's gained;
- know what experience needs to be developed on a continuous basis; and
- reliably track their progress to the successful completion of the process.

What's new?

Earlier and regular involvement

While similar to the previous online reporting system, PERC requires the student's workplace supervisor to be involved earlier – and for the two of them to meet at least annually to discuss the student's development. The benefits of earlier and regular involvement mean the student's skills can be immediately put to work, and he or she will be provided with greater responsibilities along the way.

Improved tracking

There is a new competency-based scoring model and self-assessment tool that students can use to monitor their progress. These will also assist supervisors in verifying the student's development and help CGA affiliates who must ultimately assess and confirm the experience. The improved tracking will ensure students meet the professional experience requirements by the time they complete the program, so certification isn't delayed. And they'll fully realize the advantages that come from working and learning at the same time. As always, the experience must be verified by a qualified accountant.

When does the new process take effect?

Students who are using the previous process have until Fall, 2011 to finalize details of their professional experience under the PEAQ system. Or they can create a PERC file and input their earlier experience. Students who begin documenting their professional experience after September 30, 2011 must plan and record their advancement using the new PERC process.

What's unchanged?

Criteria rooted in CGA competencies

Students begin documenting their professional experience when they have 10 or fewer courses remaining. To earn the CGA designation, students normally require 36 months of supervised work experience, but in all cases require a minimum of 24 months. They may meet the experience requirement in any business sector and in a variety of fields. Professional experience criteria are rooted in the CGA competency framework. The competencies, grouped under Leadership, Professionalism and Professional Knowledge, are updated periodically to reflect the contemporary demands of clients, employers and the public. PERC will ensure that students develop the depth and breadth of competencies required by the working world.

