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**REGULATION ON EXAMINATION OF CERTIFIED PUBLIC ACCOUNTANTS
AND SWORN-IN CERTIFIED PUBLIC ACCOUNTANTS**

SECTION ONE

General Provisions

Objective

Article 1 - The objective of this regulation is to set out the rules and procedures for certified public accountant and sworn-in certified public accountant examinations and to determine the examination topics and the working principles of the exam commission.

Scope

Article 2 - This Regulation regulates the working principles of the exam commission as well as the preparation, execution and assessment standards and rules of the Sworn-in Certified Public Accountants and Certified Public Accountants examination.

Legal Basis

Article 3 -This Regulation has been prepared pursuant to subparagraph (b) of the first paragraph of article 50 of the General Accountant (SM), Certified Public Accountants and Sworn-in Certified Public Accountants Law numbered 3568 and dated 1/6/1989.

Definitions

Article 4 – In this Regulation, the following words and phrases shall have the meanings set out below.

Law	means The Law of the General Accountancy, Certified Public Accountancy and Sworn-in Certified Public
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	Accountancy with the date of 1/6/1989 and number 3568
Union	means the Union of Chambers of Certified Public Accountants of Turkey
Chamber	means the Chambers of Sworn-in Certified Public Accountants and the Chambers of Certified Public Accountants
Sworn-in Certified Public Accountants (YMM)	refers to members of the accountancy profession whose duties are regulated by article 12 and subparagraph (B) of article 2 of the Law and its general and special terms set forth in article 4 and 9 respectively.
Certified Public Accountants (SMMM)	refers to members of the accountancy profession whose duties are regulated by subparagraph (A) of article 2 of the Law and its general and special terms set forth in article 4 and subparagraph (A) of Article 5, respectively
General Accountant (SM)	refers to members of the accountancy profession whose duties are regulated by sub-clause (a) of subparagraph (A) of article 2 of the Law and its general and special terms set forth in article 4 and subparagraph (B) of Article 5, respectively.
Examination Commission	refers to the commission stated in articles 7 and 10 of the Law.
Examination	refers to examinations done by the examination commission to gauge the professional competence of Sworn-in Certified Public Accountants and Certified Public Accountants

SECTION TWO

Examination Rules and Procedures

Fundamentals

Article 5 - Fundamentals of the examination are as follows:

- a) Sworn-in Certified Public Accountant and Certified Public Accountant candidates are legally required to pass the examination to prove their professional competence and aptitude.
- b) The exams reflect the skills required for a proper execution of the duties of the profession of Accountancy set forth by general and special terms.
- c) Takers of the written examination must adhere to strict confidentiality principles.
- d) Other rules and standards regarding the exams are determined by the Union.

Exemption from the Exam

Article 6-

- a) Certified Public Accountant candidates referred to in sub-clause (c) of subparagraph (A) of article 5 of the Law,
- b) Foreign national Certified Public Accountants referred to in article 8,
- c) Sworn-in Certified Public Accountant candidates referred to in final paragraph of article 9 of the Law are exempt from taking the examination.

Examination Types

Article 7 - Below are listed the examination types;

- a) Sworn-in Certified Public Accountancy examination, which includes topics mentioned in paragraph (a) of article 14 of this Regulation, can be taken by Certified Public Accountants who at least have 10 years of experience in the profession.
- b) Certified Public Accountancy examination, which includes topics mentioned in paragraph (b) of article 14 of this Regulation, can be taken by Certified Public Accountant candidates at the end of their internship.

Examination Periods

Article 8 - Sworn-in Certified Public Accountant examinations are held twice a year while Certified Public Accountant examinations are held three times a year by the Union, which considers the internship periods before exam announcements. Exam times and locations are announced in the Official Gazette and bulletin boards of the Chambers at least one month before the exams.

Exam Eligibility Requirements

Article 9 - Exam candidates must possess the general requirements set forth by article 4 and the special requirements set forth by articles 5, 8 and 9 of the same law and they must not have any of the conditions stated in article 45 and in the subparagraphs c, d and e of the second paragraph of article 48 and article 49.

Candidates wishing to take the Certified Public Accountant examination must have completed their internship and been awarded at least 60 points out of 100 by their internship supervisors.

Required Documents

Article 10 - Exam candidates are requested to submit the following documents in addition to the application form.

- a) A document from a tax office confirming the candidate's status as a tax payer and the non-existence of any convictions associated with tax evasion or the attempt to commit tax evasion even though they may have received state pardon.
- a) Certificate of Criminal Record from the Public Prosecution Office,
- b) Document attesting to the successful completion of the internship period (only applies to Certified Public Accountant candidates),
- c) Document attesting to 10 years of experience in the profession (only applies to Sworn-in Certified Public Accountant candidates),
- d) Other documents that may be requested by Board of Directors of the Union.

Exam Application

Article 11 -The exam application, which should include a letter of application to the Union and the documents listed in Article 10 of this Regulation, must be submitted in person, via registered mail or the Chambers within the deadline period specified in the exam announcement. Postal delays are not considered. Timeliness of applications done via the Chambers is assessed by the arrival date of documents.

Review of the Applications

Article 12 - Applications are reviewed in terms of their conformity to eligibility criteria before the announcement of eligible candidates on the Chambers' bulletin boards. Candidates are issued an examination entrance document by the Union.

Examination Commission

Article 13 - The Examination Commission is formed according to articles 7 and 10 of the Law.

The Union shall designate the cities where the exams will be held. Exams are held under the close surveillance of exam personnel to be assigned by the Union.

Members of the exam commission are convened prior to the examination to prepare the exam questions and sign the exam booklets.

Exam booklets are multiplied in adequate numbers, put into separate sealed envelopes according to their topic and dispatched to their destinations under the surveillance of the commission members.

Wages of the commission members are determined each year in January by Board of Directors of the Union.

The Union takes all necessary measures for the safe conduct of the exams.

Examination Topics

Article 14 - A separate examination is held for each of the following topics to gauge the theoretical and practical competence and aptitude of the candidates.

a) Sworn-in Certified Public Accountant exam topics:

2. Advanced Financial Accounting,
3. Financial Management,
4. Management Accounting,
5. Auditing, Reporting and Occupation Law,
6. Revision,
7. Tax Technique,
8. Income Taxation,

9. Spending and Wealth Taxation,
10. Foreign Trade and Foreign Exchange Legislation,
11. Capital Market Legislation.

b) Certified Public Accountancy exam topics:

1. Financial Management,
2. Financial Tables and their Analysis
3. Cost Accounting,
4. Accounting Auditing,
5. Tax Legislation and its Practice,
6. Law; Commercial Law, Contract Law, Business Law, SSK (Social Security Authority) and Bag-Kur (Social security organization for artisans and the self-employed) Legislation, Administrative Jurisdiction,
7. Accounting and Financial Consulting Law.

EXAMINATION PROCEDURE

Article 15 - Candidates whose names are not on the list or who do not have an examination entrance document are not allowed to sit the exam.

Exams start and end at the announced hours.

Exam booklets are taken out of their sealed envelopes before the candidates, read out and passed around to the candidates. The procedure is entered in the Examination Minutes.

Special sealed papers with folding edges are used in the examinations. Cheaters or anyone caught giving answers to another will be failed and expelled from the exam premises and will face being barred from entering the exams for one year.

At the end of the examination, the ending hour of the exam, the number of exam sitters and the number of exam booklets used are noted and entered in the exam protocol.

Exam Passing Point

Article 16 –

- a) Candidates must receive at least 50 points in each of the topics to pass the Sworn-in Certified Public Accountant exam. Arithmetic average of the received points must be at least equal to 65.
- b) Candidates must receive at least 50 points in each of the topics to pass the Certified Public Accountant exam. All received points are added and their

arithmetic mean is calculated. Arithmetic average must be at least equal to 60.

Points given by the assessment authority at the place of internship are included in the average as a separate course.

Grading of the Exam Papers

Article 17 - The exam commission grades the exam papers according to the method of scoring referred to in article 16 of this Regulation.

Each question in the exam booklet is scored separately. The ensuing total score determines the final written examination score.

The scores of the candidates are entered in the official examination protocol and kept together with the examination document. Points given by the assessment authority at the place of internship are entered in the exam protocol as a separate course.

Exam results are announced on the bulletin boards of the Chambers within two months following the exams.

Post-Examination Procedures

Article 18 - The Union dispatches the exam results for announcement by the Chambers. The Union notifies successful candidates via letter and sends to their affiliated Chambers a copy of their exam results to be kept in their personal files.

SECTION THREE

Miscellaneous Provisions

Annulment of Exam Papers

Article 19 - Exam papers of candidates who are revealed not to comply with the general and special eligibility conditions after sitting their exam shall be annulled. Such candidates shall not be entitled to make any claim of rights.

Candidates who make false statements are reported to the Public Prosecution Office as per provisions of the Turkish Penal Code.

The commission may announce the annulment of all exam papers if it turns out that exam questions have been leaked beforehand.

Objection to Scoring

Article 20 - Candidates may object to their written exam scores.

Objections are communicated to the Union within 15 days following the announcement of the results. Objections are reviewed and adjudicated by the Union in 30 days at the latest and communicated to the candidate.

Re-Sitting the Exam

Article 21 - Candidates who fail the Sworn-in Certified Public Accountant exam can sit, as of the announcement of the exam results, 3 other exams within a period of maximum 2 years. Repeated exams cover topics where the candidate has scored less than 65 out of 100 points.

Candidates who fail the Certified Public Accountant exam can sit, as of the announcement of the exam results, 4 other exams within a period of maximum 2 years. Repeated exams cover topics where the candidate has scored less than 60 out of 100 points.

Candidates who choose not to exercise their rights to resit the exams or fail to pass shall be barred from retaking the exams for 2 years.

At the end of the said 2 years, candidates may resit the exams which will cover all examination topics.

Keeping of the Exam Documents

Article 22 - Documents of successful candidates are kept by the Union in their personal files.

The Union keeps the documents of unsuccessful candidates for 3 years.

Exam Fees and Costs

Article 23 - Candidates pay an exam fee which is determined each year by the Union.

SECTION FOUR

Final Provisions

Annulled Regulations

Article 24 - Regulation on the "Working Principles of the Certified Public Accountant and Sworn-in Certified Public Accountant Examination Commission, Exam Procedures and Topics" published in the Official Gazette 20299 on 09/20/1989 has been annulled.

Effective Date

Article 25 - This Regulation shall go into effect on the date of its publication.

Enforcement

ARTICLE 26 – President of the Union Board of Directors shall enforce the provisions of this Regulation.