

A step-by-step guide to CPE

Hyperlinks

SLIDE 6 – OVERVIEW OF CPE

Download our handy factsheets for an overview of our continuing professional education (CPE) requirements:

- [CPE factsheet](#) for tax agents
- [CPE factsheet](#) for BAS agents.

SLIDE 7 – CPE IS A RENEWAL REQUIREMENT FOR INDIVIDUALS

Find out more about the [renewal requirements](#) for individuals.

SLIDE 9 – MINIMUM HOURS OF CPE

To find out about the minimum hours of CPE you should complete visit our [CPE webpage](#) or refer to our explanatory papers for:

- [tax and BAS agents](#)
- [tax agents with a tax \(financial\) advice services condition](#).

SLIDES 12 – CPE PERIOD

- Check out our scenarios in our CPE FAQs under the heading '[When do the new CPE requirements apply for new registrants and those renewing their registration?](#)'.
- Use our [general enquiry form](#) to let us know if you decide to elect your CPE period to align with that of your recognised professional association.

SLIDE 16 – TYPES OF CPE ACTIVITIES

For examples of types of CPE activities, you can undertake refer to [CPE activities](#).

SLIDE 18 – KEEPING RECORDS

See our [CPE content](#) for our record keeping requirements. Use our handy [CPE log](#) template to record your activities.

SLIDE 21 – STAY IN TOUCH WITH THE TPB

- Register for free [TPB webinars](#).
- Access our [webinar resources](#).
- Visit our [newsroom](#).
- Check out our [YouTube channel](#) to access webinar recordings and claim free CPE.
- Find us on: [Facebook](#), [LinkedIn](#) and [Twitter](#).