

TO: Independent Auditors  
FROM: The Office of the State Auditor and Inspector  
DATE: November 20, 2024  
RE: Application for auditors seeking approval to perform public school audits for FY 2025

[Title 70 O.S. § 22-104 A \(1\)](#) states: “The audit of the financial statements and compliance requirements of each public school district shall be made in accordance with auditing standards generally accepted in the United States as defined by the American Institute of Certified Public Accountants or its successor organization and shall comply with the most recent Government Auditing Standards issued by the United States Government Accountability Office.”

[Title 70 O.S. § 22-104 B](#) requires that before entering into audit contracts required pursuant to the Oklahoma Public School Audit Law, firms must satisfy the State Auditor and Inspector that the registrant has an individual responsible for audits of school districts who:

1. Has at least two (2) years of experience auditing public entities;
2. Has completed a minimum of eight (8) clock hours of continuing education credit in school district accounting and auditing as defined by the Governmental Accounting Standards Board (GASB) and the Office of the Comptroller General during the prior year; and
3. Is licensed by and is in good standing with the Oklahoma Accountancy Board.

[Title 70 O.S. § 22-104 C](#) states: “Firms shall submit their application to perform audits of a school district with their most recent peer review, which must include the audit of at least one school district, if the firm has performed such an audit, and any letter of comment for approval or disapproval by the State Auditor and Inspector for the current audit year on or before the first day of January of each calendar year.”

[Title 70 O.S. § 22-104 D](#) requires that all firms entering into audit contracts pursuant to the Oklahoma Public School Audit Law shall carry an accountant’s professional liability insurance policy in the minimum amount of five hundred thousand dollars (\$500,000) or the total amount of the budget being audited, whichever is less. Proof of such insurance shall be submitted to the State Auditor and Inspector prior to entering into a contract.

All firms, as defined by the Oklahoma Accountancy Act, seeking authorization to perform public school audits for fiscal year 2025 must complete the application form and return it **by email**, accompanied by the information requested on the application, to the email address shown on the application. ***The date of the email must be on or before January 1, 2025.***

Applications ***MUST*** be submitted timely and include ***ALL*** information requested on the application form to be eligible for consideration. The State Auditor’s Office will review the applications and issue notice of those auditors approved to perform public school audits for fiscal year 2025. ***Applicants that submit incomplete applications or applications postmarked after January 1, 2025 will not be considered to perform public school audits for the 2024-2025 school year.*** Please contact Josh Lewis at [jlewis@sai.ok.gov](mailto:jlewis@sai.ok.gov) with any questions.

