

**STATE OF MINNESOTA
BOARD OF ACCOUNTANCY**

In the Matter of the CPA Certificate of

**STIPULATION AND
CONSENT ORDER**

Emma Sheng Wan
CPA Certificate No. 28513 (Expired)

Board File No. 2024-112

STIPULATION

Emma Wan ("Respondent") and the Minnesota Board of Accountancy's Complaint Committee stipulate that, subject to Board's review and discretionary approval, the Board may issue a consent order that imposes the following sanctions:

- A. Respondent is CENSURED and REPRIMANDED pursuant to Minn. Stat. § 326A.08 (2024).
- B. Respondent shall pay to the Board a CIVIL PENALTY of \$2,500. Respondent shall submit the civil penalty by check to the Board within sixty (60) days of the Board's approval of this Stipulation and Consent Order.
- C. Respondent shall, at Respondent's expense, complete the National Association of State Boards of Accountancy Center for Public Trust Ethics Training, with a required passing score of no less than 80%. Respondent shall submit documentation of course completion to the Board within sixty days of the Board's approval of this Stipulation and Consent Order.
- D. Respondent shall comply with all statutes and rules within the Board's jurisdiction. See Minn. Stat. ch. 326A (2024) and Minn. R. ch. 1105 (2023).
- E. Respondent shall report in writing within ten days any violations of this stipulation and consent order to the Board's Executive Director.

Respondent and the Committee enter into this stipulation based on the following findings of fact, conclusions of law, and other stipulated provisions:

Findings of Fact

1. The Board issued Respondent a CPA certificate on July 30, 2014.
2. Respondent's CPA certificate expired on December 31, 2024.
3. The Board selected Respondent for audit of her continuing education ("CPE") records for the three-year period ending June 30, 2023. The audit documentation request letter was sent on March 4, 2024.
4. Respondent failed to respond to the request letter, which was due on March 19, 2024.
5. Respondent was then sent a letter notifying her that the audit was concluded based on her failure to provide documentation and verify her hours.
6. Respondent submitted her CPE documents, but not the required CPE audit forms, on April 28, 2024.
7. Respondent was notified of the missing required CPE audit forms on May 23, 2024.
8. Respondent submitted the required CPE audit forms on June 12, 2024.
9. For the CPE reporting year 2021, Respondent previously reported 53 hours but only verified 49.5 hours. As a result, Respondent was short 4.5 group or blended learning hours for the three-year period ended June 30, 2021.
10. For CPE reporting year 2022, Respondent was able to verify all hours previously reported; however, due to the shortage for the previous CPE reporting year, Respondent was short 2.8 hours for the three-year period ended June 30, 2022.

11. For CPE reporting year 2023, Respondent previously reported 28.6 hours but only verified 24.6 hours. As a result, Respondent was short 6.2 hours for the three-year period ended June 30, 2023.

12. Respondent was sent a letter notifying her of the CPE noncompliance found with her CPE audit on September 17, 2024. Respondent has failed to respond to that letter.

13. Respondent was sent an additional allegation letter regarding the noncompliance with the CPE requirements on September 23, 2024. Respondent has failed to respond to that letter.

14. Respondent had failed to respond to Board communications on several occasions and has failed to comply with the CPE requirements.

15. To date, Respondent has not submitted any carryback hours or noncompliance fees to remedy the CPE deficiencies.

16. Respondent submitted false information for her CPE for the CPE reporting year ended June 30, 2021, with her 2022, 2023, and 2024 renewals by affirming on those renewals that she had completed the CPE hours and such hours complied with the 1-year and rolling 3-year CPE requirements.

17. Respondent works in private industry.

Conclusion of Law

1. The Board has authority to license and regulate certified public accountants and to take disciplinary action as appropriate. Minn. Stat. ch. 326A (2024).

2. Respondent violated Minn. Stat. § 326A.04, subd. 4 (2024) and Minn. R. 1105.1200, 1105.3000(A) and (E), 1105.3200(B), 1105.5600 subp. 1(A) and (C)(5), and 1105.7800(A) and (B) (2023).

3. Respondent is subject to discipline pursuant to Minn. Stat. § 326A.08, subd. 5(a)(1) and (5) (2024).

4. This stipulation and consent order is in the public interest.

Other Stipulated Provisions

1. This stipulation and consent order must be approved by the Board to become effective.

2. Respondent agrees that the Committee may move the Board *ex parte*, with or without advance notice to the Respondent, to approve this stipulation and consent order. Respondent understands that the Board may either approve the stipulation and consent order or not approve it. This stipulation and the files, records, and proceedings associated with this matter may be reviewed by the Board in its consideration of the Committee's motion.

3. If approved by the Board, this stipulation and consent order shall be classified as public data. Minn. Stat. § 13.41, subd. 5 (2024).

4. If the Board does not approve this stipulation and consent order, then the matter remains unresolved and the Committee may either seek to negotiate a revised stipulation and consent order with Respondent to present to the Board or issue an order commencing a contested-case hearing before an Administrative Law Judge at the Office of Administrative

Hearings. See Minn. Stat. §§ 14.57–.62, 214.10, subd. 2 (2024) (describing administrative hearing process).

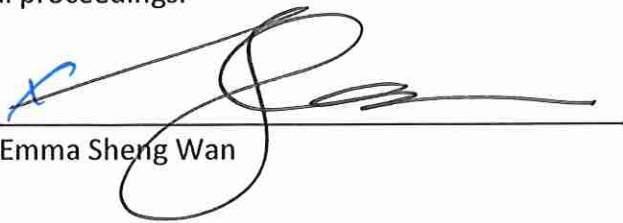
5. Respondent agrees that if this case comes before the Board again after it reviews and discusses this stipulation and consent order, Respondent waives any claim that the Board was prejudiced by its review and discussion of this stipulation and consent order and any records relating to it.

6. Respondent acknowledges that they were advised by the Committee of their right to a contested-case hearing in this matter before an Administrative Law Judge, to file exceptions and make argument to the Board after the hearing, and to seek judicial review from any adverse decision rendered by the Board. Respondent hereby expressly waives those rights. Respondent was further advised by the Committee of their right to be represented by counsel and that they knowingly waive that right.

7. Respondent has read, understands, and agrees to this stipulation and has voluntarily signed it. It is expressly understood that this stipulation contains the entire agreement between the parties, there being no other agreement of any kind, verbal or otherwise. If approved by the Board, a copy of the final stipulation and consent order shall be served personally or by first class mail on Respondent. The Board's order shall be effective when it is signed by the Chair of the Board or the Chair's designee.

8. Pursuant to Minn. Stat. § 16D.13 (2024), any civil penalty imposed by this stipulation and consent order shall begin to accrue simple interest in accordance with that section thirty days after the civil penalty is due. Pursuant to Minn. Stat. § 16D.17 (2024), thirty days after any civil penalty imposed by this stipulation and consent order is due, the Board may

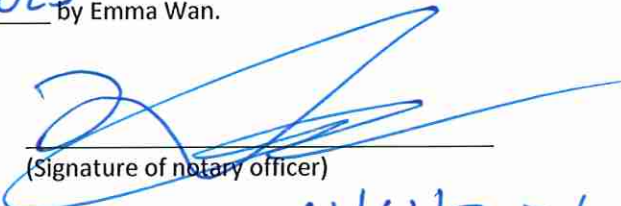
file and enforce any unpaid portion of the civil penalty as a judgment against Respondent in district court without further notice or additional proceedings.


Emma Sheng Wan


STATE OF OREGON
COUNTY OF Deschutes

This instrument was acknowledged before me on June 5, 2025 by Emma Wan.




(Signature of notary officer)
My commission expires: 4/4/2028

COMPLAINT COMMITTEE


ANN ETTER, CPA
Chair

Dated: June 26, 2025

CONSENT ORDER

Upon consideration of this stipulation and consent order, and based upon all the files, records, and proceedings herein, all terms of the stipulation and consent order are approved. Accordingly, the Board hereby ADOPTS the stipulation and issues the ORDER described above.

STATE OF MINNESOTA
BOARD OF ACCOUNTANCY

Gordon Smith
Smith

Dated: 08/06/, 2025

For:

CHARLES SELCER, CPA
Board Chair