

# CIA EXAM APPLICATION FORM

**CERTIFICATIONS**  
Professionalism Defined



**STOP! IF YOU HAVE ACCESS TO THE INTERNET, DO NOT USE THIS PAPER APPLICATION FORM. INSTEAD, APPLY ONLINE AT [WWW.THEIIA.ORG/CERTIFICATION](http://WWW.THEIIA.ORG/CERTIFICATION) FOR PROMPT PROCESSING OF YOUR APPLICATION/REGISTRATION.**

Applications submitted online with credit card payment may be reviewed and processed within 72 business hours of submission. (Online application and registration also offers options for check and wire transfer payment.) Applications submitted by mail may take several weeks to review and process.

Candidates from Argentina, Australia, Austria, Belgium, Brazil, Bulgaria, China, Chinese Taiwan, Czech Republic, France, Germany, Greece, Indonesia, Israel, Italy, Japan, Korea, Malaysia, Mexico, Morocco, The Netherlands, New Zealand, Norway, Philippines, Singapore, South Africa, Spain, Sweden, Switzerland, Thailand, or Turkey must refer to [www.theiia.org/certification](http://www.theiia.org/certification) for candidate application and registration instructions.

**NAME:** \_\_\_\_\_  
First Name Middle Name Last Name

**Are you a member or prior customer of the IIA?**  Yes - ID # \_\_\_\_\_  No - See pg. 2 for membership information

**DATE OF BIRTH (mm/dd/yyyy):** \_\_\_\_\_ **COMPANY NAME:** \_\_\_\_\_

**PREFERRED MAILING ADDRESS: PRIMARY**  **OR ALTERNATIVE**

**PRIMARY ADDRESS:** (For primary address, enter the address of the location where you currently reside or work for most of the year. Do not indicate addresses for temporary assignments or your declared permanent residence address if it is not where you are located for most of the year. This address is required and must be accurate.)

City/State/Province/Postal Code/Country: \_\_\_\_\_

**ALTERNATIVE ADDRESS:** \_\_\_\_\_

City/State/Province/Postal Code/Country: \_\_\_\_\_

**PRIMARY PHONE NUMBER:** \_\_\_\_\_ **Ext.** \_\_\_\_\_ **PRIMARY FAX NUMBER:** \_\_\_\_\_  
Phone country code, number Phone country code, number, extension

**PRIMARY EMAIL ADDRESS:** \_\_\_\_\_

**PREFIX** (Mr., Mrs., Ms.): \_\_\_\_\_ **SUFFIX** (Jr., Sr., III, other): \_\_\_\_\_ **GENDER:**  Male  Female

**JOB TITLE:** \_\_\_\_\_ **JOB CODE:** \_\_\_\_\_ **INDUSTRY CODE:** \_\_\_\_\_

**NAME AS IT SHOULD APPEAR ON YOUR CERTIFICATE ONCE YOU ARE CERTIFIED:** \_\_\_\_\_

\*IIA chapter/institute where we should send your certificate once you have completed all of the program requirements. Please enter the chapter/institute that you have joined, will join, or is geographically closest to you. A list of chapters/institutes is available on pg. 32 or at [www.theiia.org/chapters-institutes/](http://www.theiia.org/chapters-institutes/)

**EDUCATION:** (Copy of degree or transcripts should be submitted with or directly following application.)

Highest degree attained:

Bachelor's degree (BS, BA, BCom, etc.)

Master's degree (MS, MA, MBA, etc.)

Doctorate

Other \_\_\_\_\_

(specify degree and country in which it was attained)

Year awarded: \_\_\_\_\_

### CERTIFICATIONS ATTAINED:

(Check as many as appropriate. Note: must hold the final level of the certification.)

CPA – State/Country: \_\_\_\_\_

CA – Country: \_\_\_\_\_

CMA – Country: \_\_\_\_\_

CGA

CISA

ACCA

Other: \_\_\_\_\_

### ETHICAL STANDING:

Check here if you have ever been convicted of a felony.

### INTERNAL AUDITING EXPERIENCE:

None  Less than 1 year

1 year but less than 2 years  2 or more years

**PRICING PROVISIONS AND CONDITIONS:** Applications and registrations will not be processed without payment. Prices are subject to change. The IIA application/registration pricing is based on the country provided in your primary address and your membership status. All fees are non-refundable. Please note that exam (part) registrations will be valid for 180 days from the date that the registration is processed at IIA.

#### Application Fee

Member	Non-member	Full-time Student/Professor	Other
<input type="checkbox"/> US \$60	<input type="checkbox"/> US \$75	<input type="checkbox"/> US \$30*	<input type="checkbox"/> _____

Waived (See Special Offers at [www.theiia.org/certification](http://www.theiia.org/certification))

#### Exam/Part Registration Fees

Part 1  US \$130  US \$160  US \$85\*  \_\_\_\_\_

Part 2  US \$130  US \$160  US \$85\*  \_\_\_\_\_

Part 3  US \$130  US \$160  US \$85\*  \_\_\_\_\_

Part 4  US \$130  US \$160  US \$85\*  \_\_\_\_\_

Part 4 Professional Recognition Credit

(Must include documentation. See pg. 23.)

US \$130  US \$160  US \$85\*  \_\_\_\_\_

Waived (for CCSAs, CGAPs, and CFSAs)

If paying by wire transfer, add US \$15. \_\_\_\_\_

In Canada, add GST/HST. \_\_\_\_\_

If paying by check drawn on bank outside

the United States and Canada, add US \$30. \_\_\_\_\_

**TOTAL:** \_\_\_\_\_

\* Student fee must be accompanied by a Full-time Student/Professor Status Form (see p. 35). Form and reduced price are only valid for 180 days from the date that the form is processed at IIA.

Check or money order enclosed.  
 Charge to my:  VISA  MasterCard  
 American Express  Discover

Each Application and Exam/Part Registration Fee will be charged separately to your credit card.

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Wire transfer (Copy of wire transfer transmittal from issuing bank must accompany application. Candidate's name must be referenced on wire transfer.)

Date Sent: \_\_\_\_\_

Originator: \_\_\_\_\_

Amount Sent: \_\_\_\_\_

### PROGRAM PROVISIONS AND CONDITIONS:

By completing and submitting this form, I certify that I have read and will abide by the provisions of the Code of Ethics (see pg. 34 or online at [www.theiia.org/guidance](http://www.theiia.org/guidance)) and accept all conditions of the certification program for which I am applying.

U.S. Federal ID#: 13-5532538

GST #: R124590001

Wire Transfer – CNL Bank:

Account #: 3044773, Routing #: 063114289

### Return to:

**The Institute of  
Internal Auditors**

CNL Bank

P.O. Box 31280

Tampa, FL 33631-3280

or Fax: +1-407-937-1108

If mailing by express mail, send to: The Institute of Internal Auditors,  
247 Maitland Ave., Altamonte Springs, FL 32701-4201 U.S.A.