

Non-award Experience Verification Form

You should complete this if you meet the one of the following criteria:-

1. You have not completed a Bachelor degree (or higher) from a recognised higher education institution in Australia or other English Speaking country **and** have a minimum of two years' experience working in Internal Audit or related field such as (External Audit, Risk Management, Compliance or Quality Assurance) within the last five years.
2. You have completed a bachelor's degree from a recognised higher education institution in a non-English speaking country and your English – IELTS (or equivalent) score is less than 7 **and** have a minimum of two years' experience working in Internal Audit or related field such as (External Audit, Risk Management, Compliance or Quality Assurance) within the last five years.

If you meet either of the above two criteria, you may apply to undertake Module 1 as a non-award student.

Terms & Conditions

- If your experience is gained in other subject areas related to Internal Audit but not mentioned above, then your application may be accepted at the discretion of the IIA-Australia Education Committee.
- If your 2 years' experience has been gained across more than one role please complete and submit an additional verification form for each role. This form should be accompanied by a copy of your resume.
- Approved applications are subject to the following criteria :-
 - Non-award candidates must achieve an assessment grade of credit or above in Module 1 **and**
 - Non-award candidates must achieve at least 50% on Assignment 2 to subsequently be considered eligible for award admission (ie to progress to module 2 of the GradCertIA).

In exceptional circumstances the Education Committee may allow non-award candidates who perform satisfactorily in Module 1 but do not meet these specific requirements to progress into the remainder of the GradCertIA.

If you meet criteria one or two and agree to the terms and conditions above, please complete the form and attach supporting document such as job description and resume and return it back to IIA-Australia office for assessment.

Please refer to [Candidate Selection and Admission Policy](#) for further details.

Candidate's Personal Details:	
Title(Prof/Dr/Mr/Mrs/Ms/Miss)	
First Name:	
Family Name:	
Current Organisation:	
Contact Details (phone or email):	

The individual named above has applied for Graduate Certificate in Internal Auditing (non – award) and must submit a completed, verified copy of this form in order to meet the experience requirement.

Candidate's Experience			
Title:			
Dates: From / /		To: / /	
Organisation:			
Description of Duties (or provide job description)			
<ul style="list-style-type: none"> • • • • • • • 			
Candidate's signature:		Date:	

Information about Verifier			
I am one of the following (tick all that apply):	<input type="checkbox"/> PMIIA	<input type="checkbox"/> CFSA	
	<input type="checkbox"/> CIA	<input type="checkbox"/> CRMA	
	<input type="checkbox"/> CCSA	<input type="checkbox"/> The Candidate's supervisor (current or prior)	
	<input type="checkbox"/> CGAP	<input type="checkbox"/> HR Manager	
Full Name			
Organisation:			
Phone/Mobile:			
Email:			
Statement of Verification:			
I _____ verify that the experience outlined above (or in the attached job description), is true and accurate.			
Verifier's signature:		Date:	

Return completed form and supporting documents to
The Institute of Internal Auditors – Australia PO Box A2311, Sydney South NSW 1235 t +61 (0) 2 9267 9155 f +61 (0) 2 9264 9240 e registrar@iia.org.au