CHARACTER REFERENCE FORM

NOTE TO RECOMMENDER

The individual named below has applied to one of the certification programs administered by The Institute of Internal Auditors. In considering the candidate's qualifications for any of our certifications, we require a character reference evaluation by an individual with an IIA certification, the candidate's supervisor, or the candidate's professor. The basis for this evaluation is the Code of Ethics established by The IIA. Please read the Code of Ethics and then complete and sign this form. The Code of Ethics is available at www.globaliia.org/standards-guidance.

INFORMATION ABOUT CANDIDATE

Candidate's ID Number: _____

Candidate's Name (please print):

_____
(Last Name)   (First Name)   (Middle Initial)

Candidate's Organization: _____

INFORMATION ABOUT RECOMMENDER

I am (check all that apply):

☐ A CIA (Certified Internal Auditor)

☐ A CCSA (Certification in Control Self-Assessment)

☐ A CFSA (Certified Financial Services Auditor)

☐ A CGAP (Certified Government Auditing Professional)

☐ A CRMA (Certification in Risk Management Assurance)

☐ The candidate's professor

☐ The candidate's supervisor (current or prior)

Name (please print): _____

Title/Position: _____

Organization: _____

Address: _____

Phone: _____   Fax: _____

E-mail: _____

STATEMENT OF CHARACTER REFERENCE

In my opinion, the candidate named on this form exhibits high moral and professional character and meets the qualifications set forth by the Code of Ethics established by The Institute of Internal Auditors.

Recommender's Signature: _____

Date: _____

Please upload the completed form through the document upload portal. Access the document upload portal by going to www.globaliia.org/certification and clicking the link for the document upload portal.

This document will be reviewed within approximately five business days of receipt at The IIA. You may confirm that the document has been approved by going to www.globaliia.org/certification, logging in to your record on the Certification Candidate Management System (CCMS), and clicking on the appropriate certification program on the Certification Progress screen. If the document cannot be approved, you will be contacted.