



The Institute of  
**Internal Auditors**

# Student Program User Guide -Membership

VERIFICATION APPLICATION

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## Overview

This user guide provides step-by-step instructions on applying to the IIA's Student Program by completing the student verification application.

## Eligibility

Open to individuals currently enrolled in an undergraduate or graduate program who are registered for a minimum of 6 course credits at a college or university. Student membership is limited to a maximum of six years. Student membership (United States and Canada) is Free with approval of a student application. To maintain student status, students must provide evidence annually of their student status by submitting a transcript (unofficial is acceptable) reflecting classes in progress for the current semester.

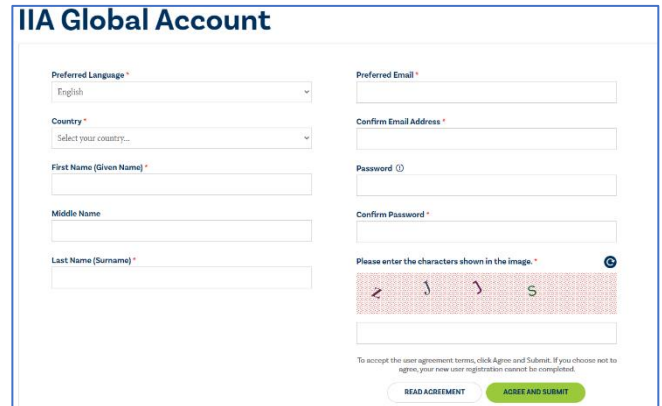
## Requirements

The IIA defines a student as:

1. An undergraduate student enrolled in at least 6 semester hours or equivalent.
2. A graduate student enrolled in at least 6 semester hours or equivalent.

## Section A: Student Verification Application

1. Visit <https://register.theiia.org/> to create an IIA account.  
*If you already have an IIA account skip to step 4.*
2. Establish account information
3. Select Agree and Submit
  
4. Visit <https://myiia.theiia.org/Student/Index>
5. Upon log in you will be directed to the Student Application.
  
6. Complete the required fields.
7. Upload a transcript / proof of current enrollment. Ensure the document includes the student's name, the school's name and a minimum of 6 credits.
8. Submit



**IIA Global Account**

Preferred Language \*  
English

Country \*  
Select your country...

First Name (Given Name) \*

Middle Name

Last Name (Surname) \*

Preferred Email \*

Confirm Email Address \*

Password (1)

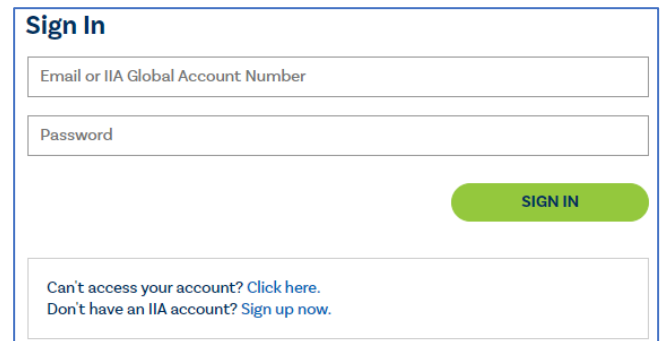
Confirm Password \*

Please enter the characters shown in the image.\*

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To accept the user agreement terms, click Agree and Submit. If you choose not to agree, your new user registration cannot be completed.

READ AGREEMENT AGREE AND SUBMIT



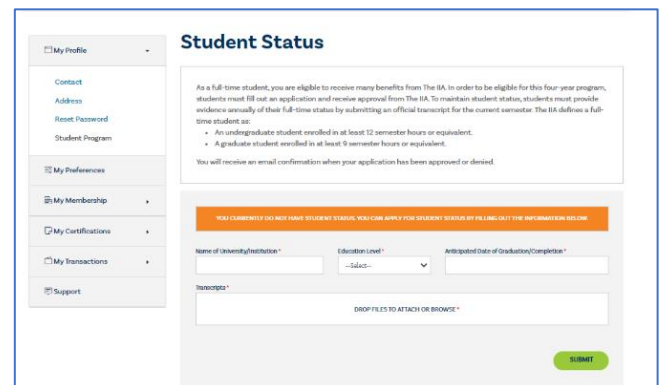
**Sign In**

Email or IIA Global Account Number

Password

SIGN IN

Can't access your account? [Click here.](#)  
Don't have an IIA account? [Sign up now.](#)



**Student Status**

As a full-time student, you are eligible to receive many benefits from The IIA. In order to be eligible for this four-year program, students must fill out an application and receive approval from The IIA. To maintain student status, students must provide evidence annually of their full-time status by submitting an official transcript for the current semester. The IIA defines a full-time student as:

- An undergraduate student enrolled in at least 12 semester hours or equivalent.
- A graduate student enrolled in at least 6 semester hours or equivalent.

You will receive an email confirmation when your application has been approved or denied.

YOU CURRENTLY DO NOT HAVE STUDENT STATUS. YOU CAN APPLY FOR STUDENT STATUS BY FILLING OUT THE INFORMATION BELOW.

Name of University/Institution \* Education Level \* Anticipated Date of Graduation/Completion \*

Transcripts \*

DROP FILES TO ATTACH OR BROWSE \*

SUBMIT

IIA staff will process your student application and activate your complementary IIA student membership.

## Section B: Student Membership Renewal

1. Complete Steps 4 – 8 above to submit your annual student verification through <https://myiia.theiia.org/Student/Index>