

Computer-based Testing

To support The Institute of Internal Auditors' (IIA's) vision of being the global voice of the internal audit profession and providing exceptional service to its members, The IIA will begin administering its Certified Internal Auditor® (CIA®) and specialty exams using computer-based testing (CBT) in May 2008. This page contains the most recently updated information regarding the transition. If your question is not answered here, please contact certification@theiia.org.

What is computer-based testing (CBT)?

CBT, as defined by The IIA, is the delivery of our existing certification exams by computer at a pre-determined, proctored vendor site. The vendor that The IIA has chosen is Pearson VUE.

Who is Pearson VUE and why are they a good partner for The IIA?

Pearson VUE administers 40 million exams a year in 145 countries worldwide in multiple languages. They are a leader in global computer-based test administration. Pearson VUE's technology investments ensure leading-edge security and provide improved service to IIA candidates.

Are any of The IIA exams offered on the Internet?

No. The IIA's high standards for exam security and integrity can only be guaranteed in a secure, proctored environment. Therefore, the CIA and specialty exams will be available only at established Pearson VUE testing centers worldwide.

Why is The IIA changing from pencil-and-paper exams to CBT?

The implementation of CBT strengthens The IIA's commitment to serving the internal audit community through a valid and reliable examination process. It also provides numerous benefits to candidates, including:

- Providing more frequent test administration.
- Providing candidates with the convenience of scheduling their tests on the available dates, times, and locations most appropriate for them.
- Providing candidates with faster scoring and results.
- Providing the candidate with a professional exam environment that allows for maximum concentration on the exam with limited external disturbances.
- Offering candidates a reliable and consistent testing environment, where there is little or no variability between each candidate's experience.
- Reducing the risk of candidate response errors caused by transferring answers from an exam booklet to an answer sheet.

When will the change take place?

The IIA will begin administering computer-based exams globally on May 5, 2008.

Will The IIA's specialty exams [Certification in Control Self-Assessment® (CCSA®), Certified Government Auditing Professional® (CGAP®), and Certified Financial Services Auditor® (CFSA®)] be transitioned to CBT?

Yes. All IIA specialty exams will be offered by CBT starting May 5, 2008.

Will candidates have a choice of taking the exams in either paper-and-pencil or computer-based format?

No. Starting in 2008, the CIA and specialty exams will be offered in computer-based format and candidates cannot opt for another delivery method.

If candidates have previously passed parts of the CIA examination, will they retain the passed parts?

Candidates passing parts before January 2008 will retain the parts that they passed, as in the past, and will sit for any remaining parts using CBT.

What is The IIA's policy for retaking an exam after an unsuccessful attempt?

Candidates who do not pass an exam part or specialty exam must wait 90 days to retake the exam part or specialty exam.

How is Professional Recognition Credit for Part IV of the CIA exam affected by these changes?

Professional Recognition Credit is not affected by the change to CBT. Candidates with eligible certifications will still receive credit for Part IV of the CIA exam through the Professional Recognition Credit program.

Does it take more time to complete the computerized test compared to the paper version?

Experience with computerized testing reveals that it usually takes less time to complete the test. There are no test booklets and answer sheets to manage, and no need to transfer answers manually to an answer sheet.

What computer skills are needed to take exams via CBT?

Candidates are expected to be familiar with the use of a mouse and keyboard. Candidates must also be able to use a four function online calculator. A short tutorial will be available to each candidate at the testing center prior to taking the exam. The tutorial will also be available to candidates online for review before the exam. Candidates will no longer bring calculators to the exam site. A calculator will either be provided at the testing center by Pearson VUE or will be available on the computer.

When will the exams be offered?

The exams will be offered year-round. Pearson VUE exam sites are typically open five or six days a week, based on local conditions. Please note that candidates can sit for the exams even when the institute office is closed, as long as the Pearson VUE site is available.

How much time will candidates have to complete each exam?

CIA exam - Candidates will be allowed two hours and 45 minutes of test time. The testing session for the CIA exam will be three hours per part. This allows enough time for a tutorial prior to the start of the exam and a survey at the completion of the exam.

IIA Specialty Exams (Certification in Control Self-Assessment, Certified Government Auditing Professional, and Certified Financial Services Auditor) - Candidates will be allowed three hours and 15 minutes of test time. The testing session for each specialty exam will be three hours and 30 minutes. This allows enough time for a tutorial prior to the start of the exam and a survey at the completion of the exam.

What will be the format of the exam?

Exam questions will remain multiple-choice (M/C) with four options from which to choose.

How many questions will be contained on each exam?

Exam	Number of Questions	Test Time
Certified Internal Auditor		
Part I	100 M/C questions	2 hours and 45 minutes
Part II	100 M/C questions	2 hours and 45 minutes
Part III	100 M/C questions	2 hours and 45 minutes
Part IV	100 M/C questions	2 hours and 45 minutes
IIA Specialty Exams		
Certification in Control Self-Assessment	125 M/C questions	3 hours and 15 minutes
Certified Government Auditing Professional	125 M/C questions	3 hours and 15 minutes
Certified Financial Services Auditor	125 M/C questions	3 hours and 15 minutes

Will the content of the exams change?

The content of the CIA exam and the three IIA specialty exams will not change. Although the number of exam questions will be reduced, questions on the computer-based exam will cover the same subject matter as those on the pencil-and-paper exam.

When taking the computer-based exam, may a candidate return to previous questions to review them or change answers?

Yes. During the time allowed for the exam, candidates may move freely within the exam. Candidates may return to previous questions, change their answers, and mark questions that they would like to review before completing the exam. However, once the candidate completes the exam or the test time is over, the candidate can no longer access any exam questions.

Will the passing standard change for the CIA or specialty exams with CBT?

The passing standards will not change.

Upon transition to CBT, what will be the cost of the CIA and specialty exams?

EXAM	FEE FOR IIA MEMBERS
Certified Internal Auditor	
Application Fee	S\$115
Part I	S\$250
Part II	S\$250
Part III	S\$250
Part IV	S\$250
Professional Recognition Credit	S\$250
IIA Specialty Exams	
Application Fee	S\$95
Certification in Control Self-Assessment	S\$465
Certified Government Auditing Professional	S\$465
Certified Financial Services Auditor	S\$465

Why is the price of the exam increasing?

To deliver increased levels of security and additional services, a third-party CBT provider has been contracted. There are additional costs associated with these improved services, and these costs are included in the new pricing. The candidate is receiving increased access and flexibility, faster turnaround time of results, and a more professional, secure testing environment.

With CBT, will the application/registration process change for the CIA or specialty exams?

Registration will begin on April 1, 2008. Some aspects of the application/registration process will change. For example, upon registering for an exam part or specialty exam, a candidate will have six months to sit for that exam part or specialty exam. These processes are being finalized, and the program brochure and application forms will be updated and available in March 2008. Further information will be posted on The IIA's Web site as available.

How do candidates schedule an exam?

In order to schedule an exam, candidates must have successfully completed all of the necessary application/registration steps and received correspondence from The IIA, or an appropriate IIA institute, with instructions on scheduling their exam. Once CBT begins, tests will be scheduled on a first-come, first-served basis. The earlier that candidates schedule appointments, the better their chances are of obtaining the location, date, and time of their choice. Walk-in testing is not allowed. Please note that the application and registration process may vary in countries where the exams are administered through agreements with local IIA institutes.

Where will the exam be administered?

The CIA and specialty exams will be administered through the worldwide network of Pearson VUE Testing Centers. The Pearson VUE network increases the availability of the exam from approximately 250 exam sites to over 400 exam sites. Please check the Web site in March 2008 for a list of eligible exam sites.

What languages will be available through CBT?

The exam will be available in the same languages that are currently available through paper-and-pencil testing. As with paper-and-pencil testing, all languages may not be available at all exam sites. However, many exam sites will offer an English language option in addition to any local language that is available at the exam site.

Do all four exam parts have to be taken at the same time?

No. All four exam parts can be taken in the same time period by choice, but single parts may be taken as in the past.