

Work Experience Verification Form for CFSA Candidate

This form (or a photocopy) is used to verify attainment of two years of auditing experience in a financial services environment. The following information should be completed and verified by a CIA, CCSA, CFSA or the candidate's supervisor.

Please complete all sections of this form and mail to:

The Institute of Internal Auditors Singapore

138 Robinson Road #18-08
The Corporate Office
Singapore 068906

Tel: (65) 6324 9029
Fax: (65) 6220 5972

1.	Candidate Information	
	Candidate's Name in Full (as in IC or Passport)	
	Organisation	
2.	Verifier's Authority	
	I am (tick all that apply): <input type="checkbox"/> A CFSA (Certified Financial Services Auditor) <input type="checkbox"/> A CCSA (Certification in Control Self-Assessment) <input type="checkbox"/> A CIA (Certified Internal Auditor) <input type="checkbox"/> The candidate's supervisor	

3.	Statement of Verification	
	I verify that _____ (candidate's name) has completed at least two years of auditing experience in a financial services environment, as described below.	
	_____ Verifier's Name & Signature	_____ Date
4.	Candidate's Experience	
	<p>The following information about the candidate should be listed in chronological order, with the most recent position listed first. Please list the candidate's job title, dates employed, and a brief description of the candidate's duties and responsibilities. If teaching experience is being verified, list course titles, dates, and description of courses. (Two years of teaching experience in a subject related to financial services auditing will be accepted as completion of the work experience requirement.)</p>	
	Title	
	Dates	From _____ to _____
	Description of Duties	

	Title	
	Dates	From _____ to _____
	Description of Duties	
5.	Information About Verifier	
	Name (as in IC or Passport)	
	Title/Position	
	Organization	
	Address	
	Business Phone	
	Fax	
	E-mail	