

# 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**

10 Anson Road  
#10-13A, International Plaza  
Singapore 079903

Tel: (65) 6324 9029

Fax: (65) 6220 5972

1.	<b>Candidate Information</b>	
	Candidate's Name in Full (as in IC or Passport)	
	Organisation	
2.	<b>Verifier's Authority</b>	
	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.	<b>Statement of Verification</b>	
	I verify that _____ (candidate's name) has completed at least two years of auditing experience in a financial services environment, as described below.	
	<p>_____</p> <p>Verifier's Name &amp; Signature</p>	<p>_____</p> <p>Date</p>
4.	<b>Candidate's Experience</b>	
	<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	
<b>5.</b>	<b>Information About Verifier</b>	
	Name (as in IC or Passport)	
	Title/Position	
	Organization	
	Address	
	Business Phone	
	Fax	
	E-mail	