



## **The Institute of Internal Auditors, Singapore**

The Secretariat  
10 Anson Road  
#10-13A International Plaza  
Singapore 079903  
Tel: 6324 9029  
Fax: 6220 5972  
Email: iiasg@singnet.com.sg

20 June 2008

Dear CIA Candidates

### **Review Courses on CIA Examination, Part I, II & III**

#### **About the Courses**

The purpose of these courses is to help candidates prepare for the CIA examination. A full day course will be allocated for each part of the examination. The short duration of the courses means that it is not possible to cover all aspects of examination in the same level of intensity. However every effort is made to give a reasonable spread over the respective sections, focusing on the key areas and concepts. Selected questions will be raised throughout the course for discussion.

#### **About the Course Leader**

##### **Mr Sia Nam Chie – Part I, II & III**

Mr Sia began his career as an external auditor in a Big 4 accounting firm before moving into internal audit in a telecommunication company and banks. He has more than 12 years of audit experience. Mr Sia currently works as Operational Risk Manager for a leading financial institution. His other experiences include fraud investigation, IT Security, Disaster Recovery reviews and Risk & Control Self-Assessment. Academically, Mr Sia has MBA (Distinction) and is a CPA & CIA. He has also passed his CISA examination. Since conducting CIA courses in 2006, Mr Sia has consistently received positive feedback for using practical examples to illustrate internal audit concepts.

#### **Details of the administrative arrangements are as follows:**

CIA Review Part 1	: 12 July 2008 & 11 October 2008
CIA Review Part 2	: 2 August 2008 & 8 November 2008
CIA Review Part 3	: 6 September 2008
Time	: 9.00 am – 4:30 pm (Registration Starts at 8:45 am)
Venue	: West International Business Institute 200 Middle Road #01-01 Prime Centre Singapore 188980
Fee	: \$ 50 per part/day \$100 for 2 parts \$125 for 3 parts
Closing Date	: 7 working days from date of commencement

Please return the reply slip together with your cheque made payable to "**The Institute of Internal Auditors Singapore**".

Yours sincerely  
Lena Kuok  
For CIA Governor

# REGISTRATION SLIP

To: The Institute of Internal Auditors, Singapore  
The Secretariat  
10 Anson Road  
#10-13A  
Singapore 079903  
Tel: 6324 9029  
Fax: 6220 5972

## Review Courses on CIA Examination Part I - III

Name: \_\_\_\_\_ ID No.: \_\_\_\_\_

Organisation: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

I want to register for:

CIA Examination Review Course - Part 1 [ ] 12 July 2008 [ ] 11 October 2008

CIA Examination Review Course - Part 2 [ ] 2 August 2008 [ ] 8 November 2008

CIA Examination Review Course - Part 3 [ ] 6 September 2008

*Course fee is at \$50 per part, \$100 for 2 parts and \$125 for 3 parts. Once registered, the course fee paid is not transferable to another course date.*

### Terms and Conditions:

1. Notification of withdrawal in writing received 5 **working days or more before** the event will be processed for refund after deduction of \$25 processing fee.
2. No refund will be made for shorter notice.
3. Registration is only confirmed when full payment is received. An official receipt will be sent to you.
4. Payment must be received **before** commencement of the event.
5. Programme may be subject to change. Places are limited.
6. No refreshment will be provided.

Enclosed is cheque number \_\_\_\_\_ for S\$ \_\_\_\_\_ being payment for \_\_\_\_\_ course fee

[ Cheque should be crossed and made payable to "The Institute of Internal Auditors Singapore" ]

>>>>>> **Complete and Fax to: (65) 6220 5972** <<<<<<<