

Membership Application



The Institute of Internal Auditors – Singapore

IIA Use Only

Date Rec'd:

Receipt #:

Please Type or Print Clearly

Surname

Other Names

Name: (as in I.C.) Mr. / Mrs. / Ms. / Other:

Job Title:

Organisation Name (in full):

Business Address:

Postal Code : _____ Business Phone: _____ Business Fax:: _____

E-mail : _____ No. of Internal Auditors in your company: _____

Job Code (see attached listing) : __ __ __ Industry code (see attached listing): __ __ __ __

Personal Data

Home Address:

_____ Postal Code: _____

Home Phone: _____ Mobile Phone: _____

Are you a Certified Internal Auditor? Yes No

Other Professional Qualifications: _____

Mail correspondence to: Business Address Home Address

Membership Classification/Supporting Documentation

Please select appropriate membership classification (refer to classification descriptions).

- Ordinary Member Associate Member Student Member
 Retired

Important: To avoid unnecessary delay in processing your application please complete all sections and attach the following documents: –

- Letter from your current employer on Company Letterhead addressed to IIA Singapore
- Statement signed by you giving details of your current & past working experience using the following headings: Company Name, Job Title, Job Responsibilities and Employment Period
- University Degree and/or Professional Accounting Qualification (**certified true copies**)*
- * **The identity of person signing and certifying supporting documents as Certified True Copies must be stated (Name, Job Title, Organisation).**
- School registration (for student member only)

Dues and Payment

Application Fee: S\$ 20.00

Annual Subscription: S\$ 150.00

Total Amount: S\$ 170.00

* Please add S\$20.00 - overseas address postage for Internal Auditor Magazine.

Please enclose cheque for the TOTAL AMOUNT made payable to “**The Institute of Internal Auditors Singapore**”

Ordinary and Associate Membership Dues

Application received between 1 June and 30 November S\$150.00

Application received between 1 December and 31May S\$75.00

Student Membership Due is S\$50

Applicant's Declaration

I declare that:

I do not have a criminal record.

All information contained in this application is true and correct.

If accepted, I agree to abide by the By-Laws and Code of Ethics adopted by The Institute of Internal Auditors to govern its members.

Applicant's Signature: _____ Date: _____

Return Completed Application to:

The Secretariat
Institute of Internal Auditors Singapore
138 Robinson Road #18-08
The Corporate Office
Singapore 068906

For IIA Use Only: Date: _____

Recommended Class of Membership: Ordinary / Associate

Approved by: _____
(On behalf of Admission Committee)

Membership Classifications

Ordinary Member	Persons in private and government employment who perform internal audit functions: <ul style="list-style-type: none"> ➤ they possess a recognised degree and/or professional qualification with at least one (1) year of practical experience in internal audit or other auditing areas, or ➤ they have satisfactorily passed and completed any qualifying examination that may be set by the Institute.
Associate Member	Those in public accounting practice, non-practicing auditors and others at the discretion of the Admissions Committee, provided such persons cannot qualify as Ordinary Members.
Student Member	Those engaged full time in the study of internal auditing or related courses who cannot qualify as an Ordinary Member or an Associate Member.
Others	Members who wish to apply for Honorary / Fellow / Retired membership may obtain more information or contact the secretariat at 6324 9029
Corporate Member	Members who wish to apply for Corporate membership may obtain more information from the secretariat at 6324 9029.

Industry Codes

0100	Agriculture, Forestry & Fisheries Agriculture, forestry, fisheries, production/services	5000	Wholesale & Retail Trade Wholesale trade
1000	Mining Mining	5300	Retail Trade
1300	Oil & gas extraction	5800	Eating & drinking places
1500	Contract Construction Construction	6000	Financial, Insurance and Property Banking & financial institutions
2000	Manufacturing Food/kindred products	6030	Nonbanking bank services (e.g. leasing)
2100	Tobacco manufacturers	6040	Thrift and savings & loan organisations
2200	Textile mill products/apparel	6100	Credit unions
2400	Lumber/wood products (incl. furniture/fixtures)	6130	Other credit agencies
2600	Paper & allied products (incl. printing & publishing)	6200	Security and commodity services
2800	Chemicals	6300	Insurance carriers, agents, services
2830	Drugs and research	6500	Real estate services
2840	Petroleum refining and related industries	6700	Holding/investment companies
3010	Rubber and plastic products	7000	Services Hotels/ lodging services
3100	Leather, stone and glass products	7200	Personal/social services
3300	Primary metal industries	7300	Contracted audit services
3400	Fabricated metal products (incl. nonelectric machinery)	7310	Management consultants
3500	Industrial & commercial machinery	7320	Information technology services
3510	Aerospace	7330	Executives placement services
3520	Computer and related devices/equipment	7500	Repair services
3600	Electrical machinery, electronic equipment & Supplies	7600	Gaming/ lottery
3700	Transportation equipment	7800	Cinema/amusement and recreational services
3800	Scientific, photographic and medical goods	8000	Health services
3900	Miscellaneous manufacturing industries	8100	Legal services
4000	Transportation, Communication & Utility Svcs Land transportation	8200	Educational services
4400	Water transportation	8600	Membership organisations
4500	Air transportation	8900	Public accounting/ accounting/ bookkeeping services
4700	Other transportation services	8910	Miscellaneous services
4800	Communication services	9100	Government Government body or agency
4810	Telecommunications	9900	Other Nonclassifiable organisation
4900	Electric/gas/sanitary services		
4910	Gas services		
4920	Gas & electric services		
4930	Sanitary services		

Job Codes

200	Chief Audit Executive	I am the most senior auditing officer for the organisation with ultimate responsibility for the entire internal auditing function.
210	Director of Auditing	I am the chief auditor authorised to direct a broad, comprehensive program of internal auditing within my organisation.
220	Audit Manager	I administer the internal auditing activity of an assigned location within the general guidelines provided by the director of auditing.
230	Audit Staff	I conduct, or assist in conducting, reviews of assigned organisational and functional activities.
245	IT Audit Director	I am head of the IT auditing activity within my organization.
250	IT Audit Manager	I administer the IT auditing activity of an assigned location within the general guidelines provided by the director of auditing.
260	IT Audit Staff	I conduct, or assist in conducting, reviews of assigned organisational and functional activities related to IT auditing.
275	Audit Services Contractor	I offer internal audit services on a contracted basis.
280	External Public Accountant	I am a practicing public accountant, chartered accountant, etc.
300	Corporate Management	I am a corporate officer, CFO, CIO, CEO (and do not qualify under another job code above).
310	Educator	I am principally employed as an educator at a college or university (PhD, DBA, EdD, etc.).
320	Student	I am pursuing a degree program at a college or university (including doctoral candidates) on a full time basis.
330	Retired	I am retired from active employment (otherwise refer to another job code).
340	Audit Committee Member	I am an audit committee member of a corporate board of directors (and do not qualify under another job code above).
350	Management Consultant	I am primarily an independent consultant with an interest in internal auditing (otherwise refer to another job code above).
360	Other	Specify title or job description.