

July, 2010

To our members who have recently passed an IIA certification exam,

Congratulations on passing your exam. Your success signifies your commitment to our profession.

Here is some information about when and how the IIA distributes certificates.

When candidates create their profile, they are asked to indicate the chapter where the certificate should be sent upon completion of all program requirements.

Member and nonmember certificates for the four IIA designations (CIA, CCSA, CFSA, and CGAP) are sent to the chapter for distribution. Chapter leaders are encouraged to invite non-members to the presentation meeting and follow up for recruitment. (Certificates are accompanied by a contact list, but it does not distinguish between member/nonmember statuses.)

If a chapter leader cannot make contact with the newly certified member, certificates can be returned to the Certification department.

Certificates will be shipped to chapters:

- May for CIA candidates certified in January – March
- August for CIA candidates certified in April – June
- November for CIA candidates certified July – September
- February for CIA candidates certified October – December

Certificates are mailed to the chapter Certification Chair for distribution. They will be sent to the Chapter President if no Certifications Chair has been identified to IIA Headquarters (HQ) in advance of certificate printing and shipment assembly.