INTERNAL AUDITING EDUCATION PARTNERSHIP
PROGRAM REQUIREMENTS

Summary

Selection criteria have been established to help ensure that schools participating in the IAEP program are successful. Many of the criteria focus on the factors that ensure continuity and sustainability of the programs once they are established. However, it is recognized that the criteria must be flexible enough to recognize global differences, yet retain the high standards established under the IAEP program. Therefore, our criteria are more principles-based than rules-based.

Being a member of the IAEP program requires a commitment from the school, the local IIA chapter/institute and the global IIA Academic Relations Department through the Academic Relations Department. The application for the program requires a five-year business plan that discusses all aspects of the school's internal audit program as well as the faculty's commitment. This plan should present clearly the program's development, growth, sustainability, and capacity potential. Once a school is accepted into the program, it is required to recertify its program every five years.

Requirements

Internal Auditing Curriculum – The application must provide a description of the existing internal auditing academic program, including specific course names, course content and frequency of course offerings, available internships, admission criteria and program completion statistics. The curriculum must be part of a degree program at either the undergraduate/baccalaureate or (post) graduate level or a degree itself. It must also include the planned sustainability and growth of the internal auditing program.

Faculty – An important criterion for approving a school for admission into the IAEP program is the support of the full faculty of the department in which the internal audit program will reside. It is crucial that a faculty "champion" (IAEP Coordinator) who is willing to take the lead in the effort necessary to establish and maintain the internal auditing program be identified. It is preferred that at least one full-time faculty member with at least a masters degree participate in the program. The IAEP Coordinator must be a CIA as well as all who teach internal auditing. The application should include summaries outlining the faculty's internal audit experience, relevant certifications, IIA membership, and complete resumes for faculty members who are or will be teaching in the program. It is critical that the IAEP program have a succession plan in place for the role of IAEP Coordinator.

Departmental and College/University Support - Departmental and college/university support is critical to the establishment and maintenance of a successful internal auditing program. There must be sufficient faculty to allow a transfer of teaching responsibilities from other course offerings to the internal audit courses or the school must be willing to hire additional staff. The IAEP application should provide an indication of the degree of departmental faculty support for the program and how this support will be evidenced. Since it is standard practice for faculty to vote on new courses and programs, this support is essential. A letter of support from the dean/department head or similar position is required.

Accreditation/International Reputation – The school should have existing business or public administration programs that are of high quality. Such quality establishes a standard for any newly developed program. An appropriate accreditation or recognition is required to evidence the quality criteria of the program. Accreditation through regionally, nationally or internationally recognized accrediting bodies is preferred. An example of one such accrediting body is the Association to Advance Collegiate Schools of Business International (AACSB International).

IIA Chapter/Institute Support – It is helpful, but not necessary, that a supportive IIA chapter/institute be located near the college or university. The IIA chapter/institute and member companies and organizations can lend support to the program in many ways, such as providing student internships and faculty residencies, securing guest speakers for classes, and making professional development programs available to students and faculty. It also can help establish and support an IIA Student Chapter. Student interaction with practicing internal auditors will provide them with opportunities to gain valuable information about the internal auditing profession and enhance their interpersonal skills and professionalism.

The application should document the various types of support The IIA chapter/institute has agreed to provide. A board of governors' resolution which supports the proposed IAEP program is required if a chapter exists in close proximity to an applying school.

Student Internships or Equivalent Experience – Internships provide students opportunities to gain practical experience and advance their audit-related competencies before being hired as full-time employees. This section of the application should describe internship opportunities and the organizations providing them.

Advisory Board – Internal audit representation on an existing business school advisory board or establishing an independent IAEP advisory board consisting of internal audit practitioners from public and private sector organizations provides additional support for the internal audit program. Local IIA chapters/institutes and member companies and organizations are good sources for board members. The application should address the current status of an existing advisory board, or plans and a timetable for establishing such a board.

IIA Student Chapter – Students involved in an IIA Student Chapter develop important leadership and teamwork skills. In addition, a Student Chapter provides visibility for the program on campus and helps to recruit students into the program and assure its continuity. The application should address the current status of the existing student chapter, or plans and a timetable for the establishment of such a chapter.