# **CPE** Reporting for Expired Individuals



## **Annual Reporting Statement**

#### Annual CPE Reporting

Annual continuing professional education (CPE) reporting includes the following:

Attesting that you have completed the required CPE credit hours for your certification(s)/qualification and reporting status (in accordance with The IIA's CPE Policy).

Attesting that you have obtained at least two hours of ethics training annually.

Indicating whether you conform with The IIA's International Standards for the Professional Practice of Internal Auditing.

Abiding by and attesting to your conformance with The IIA's Code of Ethics.

The IIA randomly samples a percentage of all certified individuals who report CPE hours to confirm conformance with The IIA's CPE Policy. If you are selected for audit, you will be required to itemize your CPE hours and supply supporting documentation, such as electronic (PDF, JPG) CPE certificates that provide evidence of the hours you reported.





## **Program Selection**

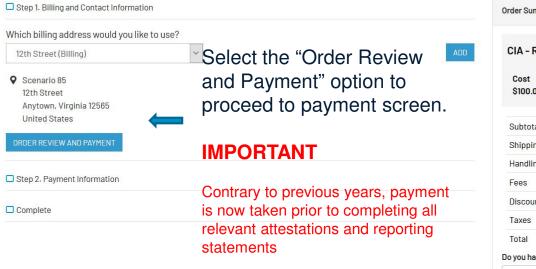
#### CPE Reporting - Program Selection

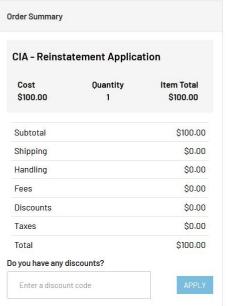
Select all programs for which you wish to report CPE. If you wish to report CPE for only one program, you can return and report other programs at any time before their expiration date.





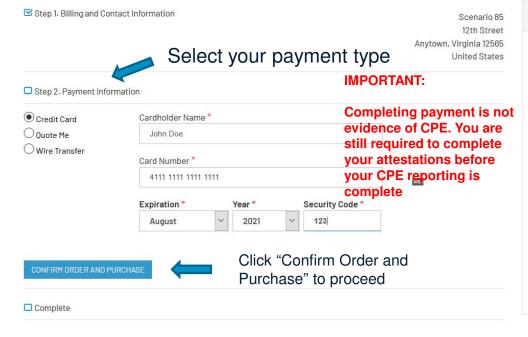
## Payment

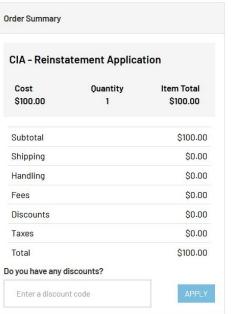






# **Payment Continued**

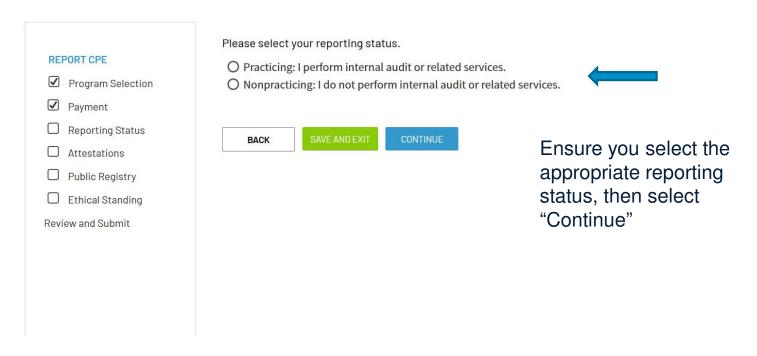






# Reporting Status

#### Reporting Status





# Attestations

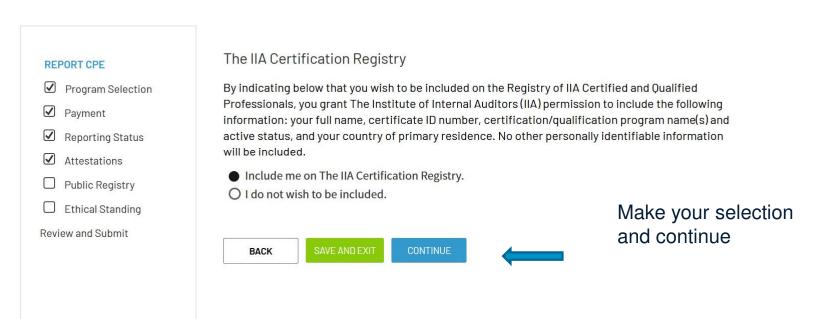
### Attestations

| REPORT CPE  | Required CPE  |  |
|---|---|--|
| <ul> <li>✓ Program Selection</li> <li>✓ Payment</li> <li>✓ Reporting Status</li> <li>☐ Attestations</li> <li>☐ Public Registry</li> <li>☐ Ethical Standing</li> </ul> | I have obtained the required continuing professional education hours for selected, in accordance with The IIA's CPE Policy.  I agree.  I have completed the mandatory two hours of training in the subject of et I agree.  IIA Standards Attestations |  |
| Review and Submit   | When I perform internal audit services, I perform them in accordance with Standards for the Professional Practice of Internal Auditing. Selecting "No certification/qualification status.  Yes  If you check "No" please explain: [optional]          |  |



# **Public Registry**

#### **Attestations**





## **Ethical Standing**

### **Ethical Standing**

# REPORT CPE Program Selection Payment Reporting Status Attestations Public Registry Ethical Standing Review and Submit

During the last 12 months, have you been convicted of a federal offense, felony, or an indictable offense in a court of law?

- O No, I have not been convicted of a federal offense, felony, or indictable offense.
- O Yes, I have been convicted of a federal offense, felony, or indictable offense.

BACK SAVE AND EXIT CONTINUE



Make your selection and continue. If the answer is yes, you are able to upload additional supporting documentation on the following screen



## **Review and Submit**

#### Review and Submit

# REPORT CPE Program Selection Reporting Status Attestations Public Registry Ethical Standing Review and Submit

#### **CIA Reinstatement Reporting**

CIA Reinstatement Report - Fee

I have obtained the required continuing professional education hours for the designation(s) I have selected, in accordance with The IIA's CPE Policy.

I agree.

I have completed the mandatory two hours of training in the subject of ethics.

I agree.

When I perform internal audit services, I perform them in accordance with the International Standards for the Professional Practice of Internal Auditing, Selecting "No" will not inactivate your certification/qualification status.

Yes

If you check "No" please explain:

I abide by The IIA's Code of Ethics.

I agree

I will not bring The IIA into disrepute, or in any way discredit the organization,

I agree.

By indicating below that you wish to be included on the Registry of IIA Certified and Qualified Professionals, you grant The Institute of Internal Auditors (IIA) permission to include the following information: your full name, certificate ID number, certification/qualification program name(s) and active status, and your country of primary residence. No other personally identifiable information will be included.

Include me on The IIA Certification Registry.

BACK

SAVE AND EXI

SUBMIT

Ensure that all selections are correct. Once you review, select the "Submit" button to complete your CPE reporting



## Conclusion

#### Scenario 85 (3008340)

12th Street Anytown, Virginia 12565 United States Scenario85@iiauat.org IIA Member: No Affiliation:

Submit a Name Change Request

♣= Update My Profile

Although no confirmation appears once you select "Review and Submit", you will be taken to your home page, and immediately see that your certification dates have been changed to the following year. No additional actions are necessary and your certification is successfully updated.

#### Apply for New Certifications

Apply for Certification in Risk Management Assurance
Apply for Qualification in Internal Audit Leadership
Apply for Internal Audit Practitioner
Apply for Certified Financial Services Auditor
Apply for Certified Government Auditing Professional

#### My CIA Certification

Certified Internal Auditor (CIA)

Status: Active

Certification ID#: CIA-200461-RUTWO Date Earned: 25 November 2019

Reporting Period Start Date: 1 January 2021 Reporting Period End Date: 31 December 2021

CPEs Earned in Current Cycle: 0

Download PDF Certificate | Order Printed Certificate



