

CIA – Certified Internal Auditor

Training Course	Certified Internal Auditor (CIA).
Course Language	Syllabus & Exam Language : Arabic & English Review Course Language : Arabic & English
Course Duration	Total Duration: 90 Hours. Structure: 30 hours per part 3 months
Course Objectives	The program is designed to prepare and qualify participants to pass the Certified Internal Auditor (CIA) professional examinations. This is achieved by providing comprehensive training materials and preparatory educational tools, complemented by specialized lectures and intensive training hours. The program focuses on simplifying complex concepts, offering rigorous practice on question banks, and conducting mock exams that simulate the official testing environment of the Institute of Internal Auditors (IIA) – USA. All sessions are delivered by highly specialized instructors with extensive expertise in the field of internal auditing."
Entry Requirements & Certification Eligibility Exemptions & Waiver	<p>Entry and Registration Requirements:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identification: A valid Passport or National ID. <input type="checkbox"/> Educational Qualification: Evidence of academic degree. <p>Certification Requirements: Exam Completion:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Successfully passing all three parts of the CIA exam. <input type="checkbox"/> Education: Validated academic qualification. <input type="checkbox"/> Professional Experience <p>The required years of experience are determined based on the level of education as follows: Bachelor's Degree: 2 years of experience. Master's Degree: 1 year of experience. No University Degree: 5 years of experience in internal auditing or an equivalent field.</p> <p>Exemptions (Education and Experience): Experience Waiver: Students in their final year of university are exempt from the experience requirement at the time of registration.</p> <p>Education Waiver: Candidates are exempt from the degree requirement if they hold the Internal Audit Practitioner (IAP) designation or possess a minimum of 5 years of experience in internal auditing or an equivalent field.</p>

Overview of the CIA Certification Content

The Certified Internal Auditor (CIA) curriculum is generally structured into three (3) parts, providing comprehensive professional coverage of the methodologies and best practices for internal audit activities. The program addresses professional ethics, core attributes, and characteristics, while highlighting the vital role of internal audit in supporting Boards of Directors and those charged with governance. It aims to establish principles of sound governance, enhance organizational processes and management systems with efficiency and effectiveness, and assist the organization in achieving its mission and future vision. The structure is as follows:

Part 1: Fundamentals of Internal Auditing

- The effective role, primary goals, and responsibilities of the internal audit
- Professional Attributes: Key characteristics and professional traits.
- Professional ethics and the Code of Conduct for internal auditors.
- Distinguishing between Assurance and Consulting (Advisory) services.
- Principles of sound corporate governance and international frameworks.
- Designing and building Risk Management and Internal Control systems, and the auditor's role in enhancing their efficiency.
- Types of organizational fraud and the proactive role of internal audit in recommending controls to prevent, detect, and combat fraud.

Part 2: Internal Audit Engagement

- Professional practices and methodologies for internal audit activities.
- Planning audit engagements and developing audit work programs.
- Gathering Evidence & information and evaluating the relevance, sufficiency, and reliability of evidence.
- Analyzing audit information using appropriate analytical techniques.
- Conclusions and Reporting: Summarizing audit findings and preparing draft.
- Preparing workpaper files to support audit results and conclusions
- Supervision: Overseeing the execution of internal audit engagements.

Part 3: Internal Audit Function

- Methodologies for planning, organizing, directing, and monitoring audit operations
- Resource Management: Managing financial, human, and IT resources within the internal audit department.
- Essential elements for aligning audit strategy with stakeholder and The CAE's responsibility in building relationships and communicating with Senior Management and the Board.
- Designing and approving a risk-based annual internal audit plan.
- Preparing and approving audit reports and ensuring effective communication for report delivery.
- Monitoring and Follow-up: Monitoring the implementation of audit recommendations and management action plans.
- Quality Assurance: Programs for the assurance, improvement, and efficiency of the internal audit activity (QAIP).

Exams are available year-round, allowing candidates to schedule their sessions at their convenience.

Exams can be taken at authorized Official Test Centers within the country. In Doha, several accredited testing centers are available for candidates. Additionally, candidates have the flexibility to take the exam in any country of their choice, regardless of their nationality or country of residence, provided that an authorized Official Test Center is available in that location.

Exam Scheduling /
Testing Windows

Exam Locations / Testing
Centers

Scheduling the exam date and selecting the testing venue requires prior registration through the Institute of Internal Auditors (IIA) website and the payment of prescribed exam fees. These procedures and exam cost structure are conducted exclusively via the official IIA website at www.theiia.org. Once registered, candidates can select their preferred testing center, exam date, and language (both Arabic and English are available options).“