

# Membership Application

I/A/Bank Use Only



## The Institute of Internal Auditors

I/A Membership Number \_\_\_\_\_

I/A Institute Number 317 (NIGERIA)

### 1. Business Data

Please Type or Print Clearly

\_\_\_ Mr. \_\_\_ Mrs. \_\_\_ Ms. \_\_\_ Other

Name \_\_\_\_\_  
(Last) (First) (Middle) (Nickname)

Organization: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

ZIP/Mail Code: \_\_\_\_\_ Country: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Business FAX: \_\_\_\_\_

Job Code (see attached listings): \_\_\_\_\_ Industry Code(s): \_\_\_(1) \_\_\_\_\_(2) \_\_\_\_\_

Email: \_\_\_\_\_ Number of internal auditors on staff: \_\_\_\_\_

### 2. Personal Data

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

ZIP/Mail Code: \_\_\_\_\_ Country: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_ Yes \_\_\_ No

Are you a Certified Internal Auditor? \_\_\_ Yes \_\_\_ No

Other Designations: \_\_\_\_\_

Send Mail to: \_\_\_ Home Address \_\_\_ Business Address

### 3. Membership Data

Please select appropriate membership classification (see next page for classification descriptions). Classification is subject to determination by the International Membership Committee.

Member  Educational Member  Life Member

Student Member. If applying as a student member, please give the name of the college or university you attend:

Date of Graduation: \_\_\_\_\_

Degree: \_\_\_\_\_

Chapter Affiliation Desired (If known. See back page): \_\_\_\_\_

Membership Sponsor (optional): \_\_\_\_\_

Sponsor Member No.: \_\_\_\_\_

**Special Membership Sections** – Open to all I/A members. If interested, select the specialty membership section you would like to join:

**Gaming Audit Group** – For individuals involved with casinos, lotteries, racetracks, other gaming enterprises, and government regulatory commissions or agencies.

**Control Self-Assessment Center** – For individuals interested or involved in Control Self-Assessment.

**CAE Services Program** – For chief audit executives.

See Reverse Side for Fees

- Check here, if you **do not** wish your name included on mailing lists other than membership mailings.
- Check here, if you **do not** wish your e-mail address used for I/A communications.

### 4. Dues and Payment

See dues and payment information on the next page.

### 5. Applicant's Signature

I declare that:

1. All information contained on this application is true and correct.
2. If accepted, I agree to abide by the Code of Ethics adopted by The Institute of Internal Auditors to govern its members.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Continued Overleaf > > > > > > > > >

### Membership Classifications

Please check appropriate membership classification under Membership Data on front page.

**Member** – Open to individuals involved in internal auditing, internal controls, risk assessment, information systems auditing, and related fields. Also those who have an interest in internal auditing, e.g., members of Audit Committees, external public accountants, controllers, CEOs, and suppliers of services.

**Educational Member** – Individuals principally employed as educators at colleges.

**Student Member** – Those engaged full time in the study of internal auditing or related courses at colleges and universities who cannot qualify as a Member or Educational Member. (Will receive *Internal Auditor*, but not *AuditWire*)

**Special Membership Sections** – Open to all IIA members. The IIA is responsive to the specialized needs of its members through several special membership sections:

**Gaming Audit Group** – For individuals involved with casinos, lotteries, racetracks, other gaming enterprises, and government regulatory commissions or agencies. The Gaming Audit Group offers a quarterly newsletter, exclusive on-line forum, membership directory, and annual conference.  
Yearly dues: \$40 in addition to IIA membership.

**Control Self-Assessment Center** – Provides networking for individuals involved in CSA and brings together in one area IIA guidance, publications, seminars and conferences on CSA implementation. The CSA Center offers a tri-annual newsletter, a membership directory, exclusive on-line forum, certification, and annual conference.  
Yearly dues: \$40 in addition to IIA membership.

**CAE Services Program** (For chief audit executives) - to keep you informed on IIA initiatives, issues, and activities through e-mail bulletins, periodicals, teleconferencing forums, special round-tables and discounts, CAE contact list, and IIA hot-line access. Yearly dues: \$100 in addition to IIA membership.

### Seminar/Conference Credit

Anyone who has attended an IIA headquarters-sponsored seminar or conference and paid the nonmember price may apply for a free first-year membership in The Institute within 90 days of attending the program. A special application form is provided for this purpose upon completion of the seminar or conference. If the application is not available, please complete the information below and indicate membership credit under Dues and Payment information on front page. No application fee is necessary.

Seminar or Conference Title: \_\_\_\_\_

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Amount of Discount: \$ \_\_\_\_\_

### Membership Subscription Information

1. New Membership subscription for the year is N40,000 made up of:

(a) Annual subscription –	N25,000
(b) One off Development levy –	<u>N15,000</u>
	<u>N40,000</u>

2. For membership fees of special groups, please contact the Membership Administrator:

Tel: +234-803-200-6150 Email: [simon-jude.mmayie@ianigeria.org](mailto:simon-jude.mmayie@ianigeria.org)

NB: Membership subscription is renewable every calendar year irrespective of when you join within the preceding year.

**Return Completed Application Form to:** [membership@ianigeria.org](mailto:membership@ianigeria.org)

### Need More Information?

[humphrey.okorie@ianigeria.org](mailto:humphrey.okorie@ianigeria.org) Tel: +234 803 200 6025

[rotimi.adenigba@ianigeria.org](mailto:rotimi.adenigba@ianigeria.org) Tel: +234 803 200 8945

[samuel.ogunyowa@ianigeria.org](mailto:samuel.ogunyowa@ianigeria.org) Tel: +234 818 277 4422

[adebayo.adebeshin@ianigeria.org](mailto:adebayo.adebeshin@ianigeria.org) Tel: +234 803 444 7822

**APPLICANT: PLEASE DO NOT WRITE BELOW THIS LINE.**

#### FOR AFFILIATE

Date Received: \_\_\_\_\_ Recommended Class of Membership: \_\_\_\_\_

Affiliate Name and Number: \_\_\_\_\_

For Affiliate Board of Governors: \_\_\_\_\_ (Date)  
(Signature)

#### FOR INSTITUTE OFFICE:

Approved: Manager of Membership Services  Date \_\_\_\_\_

## IIA Chapters/National Institutes

ALGERIA	ECUADOR **	LITHUANIA	SPAIN**
ARGENTINA**	EL SALVADOR	LUXEMBOURG	SWEDEN**
AUSTRALIA**	ESTONIA	MALAWI	SWITZERLAND**
AUSTRIA**	ETHIOPIA	MALAYSIA**	TAIWAN
AZERBAIJAN	FIJI	MALI	THAILAND**
BAHAMAS	FINLAND**	MEXICO**	THE NETHERLANDS**
BELGIUM**	FRANCE**	MOROCCO	TRINIDAD & TOBAGO
BOGOTA	GERMANY**	NEW ZEALAND**	TUNISIA
BOLIVIA	GHANA**	NICARAGUA	TURKEY
BOTSWANA	GREECE	NIGERIA**	UGANDA
BRAZIL**	GUAM	NORWAY**	UNITED ARAB EMIRATES
CANADA**	GUATEMALA	PAKISTAN	UNITED KINGDOM &
CHILE	HONG KONG	PANAMA	IRELAND**
CHINA, PEOPLE'S REPUBLIC **	HUNGARY	PERU**	UNITED STATES**
COLOMBIA	INDIA**	PHILIPPINES**	URUGUAY**
CONGO, DEMOCRATIC	INDONESIA	POLAND	VENEZUELA
REPUBLIC OF THE	ISRAEL**	PORTUGAL	ZAMBIA
COSTA RICA	ITALY**	RUSSIA	ZIMBABWE
CYPRUS	JAMAICA	SAUDI ARABIA	
CZECH REPUBLIC	JAPAN**	SENEGAL	
DENMARK	KOREA, REPUBLIC OF	SINGAPORE**	
DOMINICAN REPUBLIC**	LATVIA	SOUTH AFRICA**	** National Institutes

## INDUSTRY CODES

### Agriculture, Forestry, & Fisheries

0100 Agricultural, forestry, fisheries, production/services

### Mining

1000 Mining  
1300 Oil & Gas Extraction

### Contract Construction

1500 Construction

### Manufacturing

2000 Food/kindred products  
2100 Tobacco manufacturers  
2200 Textile mill products/apparel  
2400 Lumber/wood products (incl. furniture/fixtures)  
2600 Paper & allied products (incl. printing/publishing)  
2800 Chemicals  
2830 Drugs and research  
2840 Petroleum refining and related industries  
3010 Rubber and plastics products  
3100 Leather, stone and glass products  
3300 Primary metal industries  
3400 Fabricated metal products  
(including non-electric machinery)  
3500 Industrial and commercial machinery  
3510 Aerospace  
3520 Computers and related devices/equipment  
3600 Electrical machinery, electronic equipment & supplies  
3700 Transportation equipment  
3800 Scientific, photographic, medical goods  
3900 Miscellaneous manufacturing industries

### Transportation, Communications & Utility Services

4000 Land transportation  
4400 Water transportation  
4500 Air transportation  
4700 Other transportation services  
4800 Communication services  
4810 Telecommunications  
4900 Electric/gas/sanitary services  
4910 Gas services  
4920 Gas and electric services  
4930 Sanitary services

### Wholesale & Retail Trade

5000 Wholesale trade  
5300 Retail trade  
5800 Eating and drinking places

### Financial, Insurance, & Real Estate

6000 Banking & financial institutions  
6030 Nonbanking bank services (e.g., leasing)  
6040 Thrift and savings & loan organizations  
6100 Credit unions  
6130 Other credit agencies  
6200 Security and commodity services  
6300 Insurance carriers, agents, services  
6500 Real estate services  
6700 Holding/investment companies

### Services

7000 Hotels/lodging services  
7200 Personal/social services  
7300 Contracted audit services  
7310 Management consultants  
7320 Information technology services  
7330 Executive placement services  
7500 Repair services  
7600 Gaming/lottery  
7800 Motion pictures/amusement & recreational services  
8000 Health services  
8100 Legal services  
8200 Educational services  
8600 Membership organizations  
8900 Public accounting/accounting/bookkeeping services  
8910 Miscellaneous services

### Government

9100 Federal/national government  
9200 State/provincial government  
9300 Local government  
9400 International government

### Nonclassifiable

9900 Nonclassifiable establishments

## JOB CODES

Select the position that best describes your role and function (not necessarily your exact title) in your organization. Enter the appropriate number in the job code section of the application.

- 200 Chief Auditing Executive** — I am the most senior auditing officer for the organization with ultimate responsibility for the entire internal auditing function.
- 210 Director of Auditing** — I am the chief auditor authorized to direct a broad, comprehensive program of internal auditing within my organization.
- 220 Auditing Manager** — I administer the internal auditing activity of an assigned location within the general guidelines provided by the director of auditing.
- 230 Auditing Staff** — I conduct, or assist in conducting, reviews of assigned organizational and functional activities.
- 245 IT Auditing Director** — I am head of the IT auditing activity within my organization.
- 250 IT Auditing Manager** — I administer the IT auditing activity of an assigned location within the general guidelines provided by the director of auditing.
- 260 IT Auditing Staff** — I conduct, or assist in conducting, reviews of assigned organizational 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 degreed 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).
- 360 Other** — Specify title or job description

**Registration Procedures:**

1. Complete the Membership Application Form;
2. Gather and include a copy of relevant credential(s)\*;
3. Make payments of the required fee to **Institute of Internal Auditors Nigeria** [Account Number: **1013031416** Zenith Bank];
4. Include a copy of the bank's deposit slip in your application package; and
5. Send the application package by e-mail to [membership@iianigeria.org](mailto:membership@iianigeria.org) or [info@iianigeria.org](mailto:info@iianigeria.org) alternatively submit the package at the IIA Nigeria office – 8A Reeve Road, Off Glover Road, Ikoyi, Lagos.

Note: \* Relevant credentials and requirements will include educational qualification at a minimum level of university degree or its equivalent.