

FREQUENTLY ASKED QUESTIONS FOR CORPORATE NOMINEE

1. Who is eligible to receive the S\$100 training credit?

All existing members and corporate nominees who renew their membership for FY 2021/2022 will receive the S\$100 training credit.

2. What is the validity period of the S\$100 training credit?

The training credit is valid between 1 July 2021 and 30 June 2022.

3. How can I use the S\$100 training credit?

You can use the training credit to offset the cost of CPE courses and seminars conducted by IIA Singapore. The training credit is not applicable for conferences such as the Banking Sector Internal Audit Conference, Public Sector Internal Audit Conference, Global Internal Audit Leadership Summit and Annual Conference.

The training credit can be used only once for any course or seminar. No refund will be made for any unutilized portion.

4. How will I receive the S\$100 training credit?

A promo code "TCFY2122" will be recognised through each eligible member's IIA Singapore account.

5. Can I transfer the S\$100 training credit to another corporate member?

The training credit is non-transferable, and cannot be exchanged for cash.

6. Can a new corporate nominee who has replaced a staff, use the unutilised training credit?

A new corporate nominee can utilise the training credit only if it had not been used previously. The training credit will be accorded after the new application is processed and approved by the IIA Singapore Admissions Committee.

7. How can I use the training credit to offset the cost of an event or course that I am keen to attend?

- a) Register online for the course, seminar or talk, and be sure to "Add to Basket".
- b) Verify your billing address on the "Checkout Page", as it will be reflected on your invoice.
- c) Input the promo code "TCFY2122" in the promotion code field and click on button.
- d) Proceed to payment page and choose "Pay Now for credit card payment or "Pay Later" to receive your invoice.
- e) If the amount is not offset, please email iia-academy@iia.org.sg for help on course and seminar registrations, or events@iia.org.sg for help on event registrations.

8. Who can I contact if I require further clarification?

Please email us at membership@iia.org.sg or call 6324 9029 and a member of the team will assist you with your queries.