

Character Reference Form for CCSA

This form or a photocopy of this form should be used in providing a character reference for a CCSA candidate. The following information should be completed and verified by a CCSA, a CIA, or the candidate's supervisor.

Please complete all sections of this form and mail to:

Institute of Internal Auditors Singapore

6 Shenton Way
#41-04 Tower One
Singapore 068809

Tel: (65) 6823 1455
Fax: (65) 6823 1405

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| 1. | Candidate Information | |
| | Candidate's Name (as in IC or Passport) | |
| | Note to Recommender: The above-named individual has applied to sit for the CCSA (Certification in Control Self-Assessment) examination. In considering the candidate's qualifications for the CCSA designation, we require an evaluation by a CCSA, a CIA, or the candidate's supervisor. The basis for this evaluation is the Code of Ethics established by The Institute of Internal Auditors. Please read the Code of Ethics and then complete this form. | |
| 2. | Recommender's Authority | |
| | I am (tick all that apply): <input type="checkbox"/> A CCSA (Certification in Control Self-Assessment) | |

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|-----------|--|---------------|
| | <input type="checkbox"/> A CIA (Certified Internal Auditor) <input type="checkbox"/> The candidate's supervisor | |
| 3. | Statement of Character Reference | |
| | In my opinion, _____(candidate's name) meets the qualifications set forth by the Code of Ethics established by The Institute of Internal Auditors. | |
| | _____ Recommender's Name & Signature | _____ Date |
| 4. | Information About Recommender | |
| | Name (as in IC or Passport) | |
| | Title/Position | |
| | Organization | |
| | Address | |
| | Business Phone | |
| | Fax | |
| | E-mail | |