

INDIVIDUAL MEMBERSHIP APPLICATION FORM



The Institute of
Internal Auditors
Malaysia

Introduced by _____ IIA Malaysia Membership No.

PERSONAL DATA

Name _____ ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Other _____

Date of Birth Nationality _____ IC No. / Passport No _____

Home Address _____

Postcode _____

Home Phone _____ Mobile _____

Email _____ Send Mail to ☐ Home Address ☐ Business Address

BUSINESS DATA

Company _____ Job Title _____

Job Code (See Membership Booklet)

Address _____

Postcode _____

Business Phone _____ ext _____ Fax _____

Industry Code (See Membership Booklet)

Head of Department's Name _____ Designation _____

Company Size by number of employees ☐ <50 ☐ 50-100 ☐ >100 Number of Internal auditors (in the company) _____

EXPERIENCE

Do you spend more than 50% of your time supervising other internal auditors or directing the Audit Programme? ☐ Yes ☐ No

Number of auditing personnel under your supervision _____

Number of years as an Internal Auditor _____ Number of years in an Internal Audit supervisory position _____

EDUCATION

College / University _____

Highest Qualification _____

(Note: Certified copies of qualifications must be attached with this application)

Year Obtained _____

COMPANY SECRETARY INFORMATION (applicable for Audit Committee Applicants only)

Name _____

Phone _____ Fax _____ Email _____

Please tick classification applied for ☐ Audit Committee ☐ Professional ☐ Associate ☐ Student

(Classification is subject to approval of the Professional Services Committee)

I declare that:

1. All information contained in this application form are true and current
2. If accepted, I agree to abide by the Code of Ethics and Constitution of The Institute of Internal Auditors Malaysia.

Applicant's Signature _____ Date _____

APPLICATION FORM

FEES

Membership (RM)	Registration Subscription (RM)	Annual (RM)	Total
Audit Committee	100.00	400.00	500.00
Professional	100.00	350.00	450.00
Associate	100.00	330.00	430.00
Student	10.00	100.00	110.00

- Please email the bank-in slip or credit card authorisation form to membership@iiam.com.my with your full name and contact number.
- Please note that the Institute's financial year is 1 January to 31 December.

FOR SECRETARIAT USE

Date Received _____

Recommended class of membership _____

IIA Malaysia membership no _____

Membership Application Status ☐ Accepted ☐ Rejected

CHECKLIST FOR APPLICATION

1. Complete the individual Membership application form.
2. Ensure that the following documents are submitted together with:
 - Registration Fee and Annual Subscription (Refer to Fee Structure)
 - A photocopy of your Identity Card / Passport (for non-resident)
 - Certified copies of relevant Degree(s) / Diploma(s) / Certificate(s) (*Documents must be certified as true copies either by a Commissioner for Oaths or your immediate Superior or Human Resource Department*)
 - A letter with company letterhead from your immediate Superior or Human Resource Department Stating:
 - i) Your Designation - Date & Year of Commencement
 - ii) Your Employment Job function
 - iii) Total no of years of experience in Internal Auditing
3. For Audit Committee Applicants only:
A confirmation letter from the company secretary states that you are the Audit Committee member of the organisation.