

Fellowship Policy

Fellowship of the Chartered IIA is an honoured position providing a public acknowledgement of a members' significant experience and contribution to the profession.

Potential Fellows can only be proposed by Council or other Chartered members. Nominees must be Chartered Internal Auditors and will need to have delivered exceptional service or contribution to the profession. Nomination is made in the form of a written statement, which is considered by our Nominations & Remuneration Committee.

If a Fellowship is awarded, the member will be able to use the designation CIIA.

Eligibility criteria

To be eligible for Fellowship members must:

1. Have been Chartered members of the Chartered IIA for at least ten consecutive years.
2. Have demonstrably made a significant contribution to the profession and/or shown significant academic achievement relevant to the profession.

In addition, proposers must be able to show that the nominee has made a significant contribution to promoting the profession and/or that they have a significant record of relevant academic achievement.

Listed below are some examples of the sort of evidence which could be provided. It is not necessary to provide evidence on every point, but it is likely they will meet more than one. This list is not meant to be exhaustive.

1. Promotion of the profession

Through their role:

- They hold a position where they influence the profession;
- They hold a senior position of employment, such as head of internal audit;
- It can be demonstrated that they have promoted the profession among their peers, e.g. by regularly taking part in benchmarking, discussion groups, working with regulators or within their sector;
- They have demonstrated innovation/thought leadership within their professional role.

Through volunteering:

- They are active within and make a significant contribution to the Chartered IIA. This can be through volunteering on committees; task forces; working groups or drafting guidance etc;



- They have developed the profession in others ways, such as through thought leadership, writing articles or through social media, or mentoring.

2. Academic achievement

- They hold relevant academic achievements;
- They are heavily involved in relevant professional academic research;
- They are considered to be an acknowledged expert in a particular field, with published work.

Written statement and supporting documents

To propose someone for Fellowship, proposers need to submit a supporting statement and provide an additional reference.

1. *Fellowship proposal statement*

The statement must be a maximum of 2,000 words and explain why the proposer considers the achievements of the nominee merit the distinction of Fellowship. There is no template for this, but there must be sufficient detail to allow a fair assessment. The report must be concise and factual and should state which criteria, described above, apply.

2. *Referees*

Proposers will need to provide an additional referee, who must be a member of the Chartered IIA. Referees must not be related to the nominee and need to be known to them for at least a year.

3. *Supporting documents*

Proposers need to submit a CV or summary of the career of the nominee (a link to their LinkedIn profile or equivalent is acceptable. They should give explicit examples of where the nominee has added value and gone beyond their role requirement, potentially with testimonials from others.

If proposers are referencing academic achievements in the nomination, reference to verifiable academic or other relevant awards/publications achieved must be included.

How is the application assessed?

The Nominations & Remuneration Committee will consider applications on the criteria above and a decision usually made within four months of the proposal. In some circumstances the Committee may request further information or for clarification. A decision on successful nominees will be communicated with the nominee and separately with the proposer.

If a nomination is unsuccessful, the proposer will be given feedback. A further nomination can only be made after 12 months has elapsed.



Other routes to Fellowship

The majority of Fellowships will be made through the nomination process described above.

A recommendation may be made to the Nominations & Remunerations Committee for Chartered by experience (CBE) candidates to be awarded a Fellowship following their interview, if the CBE assessor feels that the candidate meets the criteria for Chartered Fellowship.

Honorary Fellowship

In exceptional circumstances the Council may directly award Fellowship to people who do not meet the criteria above but who nevertheless have made a significant contribution to the profession, for example as a policy maker, regulator, influencer.

Honorary Fellowship carries no voting rights and does not make the recipient a member. Due to the exceptional nature of these types of Fellowship, they are instigated solely by the Council.

Recipients of the JJ Morris Award are automatically awarded Fellowship at the level relevant to their standing, i.e. Chartered, standard, Honorary.