

International Management Research
and Technology Consortium – LLC - USA

PDIA PROFESSIONAL DIPLOMA IN INTERNAL AUDIT



www.imrtc.org



consortium@imrtc.org

Bridging The Gap Between
Academia and The Industry
Worldwide!

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IMRTC

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PROFESSIONAL DIPLOMA IN INTERNAL AUDIT INTRODUCTION

There is a global demand of industry with highly competent Internal Audit Professionals, Managers and Chief Audit Executive. As the perspective of audit is approaching the organizations very differently, where audit actually continuous improve the organization. IMRTC recognizing the need and in consultation with senior executives and professionals & approved trainers have come up with a comprehensive certification/ diploma program In this respect, IMRTC domain Experts designed a comprehensive training diploma, which can provide facilitation to the professionals and also provide the structure to maintain and manage the Internal Audit System in the organization. Therefore, with the consultation of senior executives and professional, and trainers have come up with a comprehensive diploma program. **PROFESSIONAL DIPLOMA IN INTERNAL AUDIT (PDIA)**

ABOUT PDIA

PDIA prepares an internal audit generalist who will be able to help the organizations to maintain the efficiency level as well as to improve the organization by given the inputs to strategic level. The framework and process will help to grow the organizations.

The Professional diploma in Internal Audit is covering all the aspect of Internal Audit by using the IPPF – International professional practices framework and prepare the candidate for real time audit engagements as well as practices and purposes. The diploma assist and prepare you for best auditing standards.

The diploma ensure that the individuals are fully aware of and follow the Professional Code of Conducts, and will be equipped with the Internal Auditing knowledge and understanding of global auditing standards. Understand business process development & re-engineering requirements, Business & Artificial Intelligence with Data Analysis, Information security systems and electronic equipment integration with information systems, change management system, portfolio and project management, financial budgeting for Internal Auditing, global Internal Audit and service management through technology and more content is available for learning and development. The program follows a systematic learning formats with standards and guidelines, audio-visual aids, case studies with real time applications.


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PROFESSIONAL DIPLOMA IN INTERNAL AUDIT



AUDIENCE

People who are involved in auditing or like to develop their career in the field of internal auditing may join this program. The program is available for whom, who have completed 12th grades accredited study program from any discipline from any BOARD or university.

THE CREDENTIALS

The candidates who are looking to have appropriate knowledge and understanding of internal audit with the requirements of global industry will earn the Internal Auditing Professional Diploma from IMRTC. The program also a self-develop project base on any case study which can be provided by accredited any partner training institute or trainer.

Three semesters program and will be assessed by IMRTC through our online assessment portal system. The partners can book the exam of any candidate who are ready to give the examination of any semester any time.

Passing criteria is 75% marks to be obtained in each semester and after passing the examination, the candidates can get the credentials from IMRTC.

PRE-REQUISITE:

- 12 Years Education or equivalent or Baccalaureate, Associate's degree, or the global equivalent diploma is required to join this session.
- Auditing Experience will be an additional points to get enrolled in this program
- As Such, No Professional Experience is required to opt this diploma program

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A black and white photograph of a city skyline, featuring several tall buildings and skyscrapers. Overlaid on the center of the image is a dark rectangular button with the text 'JOIN NOW' in white capital letters.

PROFESSIONAL DIPLOMA IN INTERNAL AUDIT



PROFESSIONAL BENEFITS OF PROGRAM

For Individuals

- Career advancement into auditing roles.
- Improved understanding of how to align audit principles according to International standards with business goals.
- Recognition as a certified expert in Internal Auditing.
- Using of technologies in Audit with the business methodologies
- Developing skills of internal Audit, Audit Engagement Planning, Audit daily Plan, Audit Conduction Plans, Risk and Gap Analysis, & International Audit Principles and Guidelines,

For Organizations

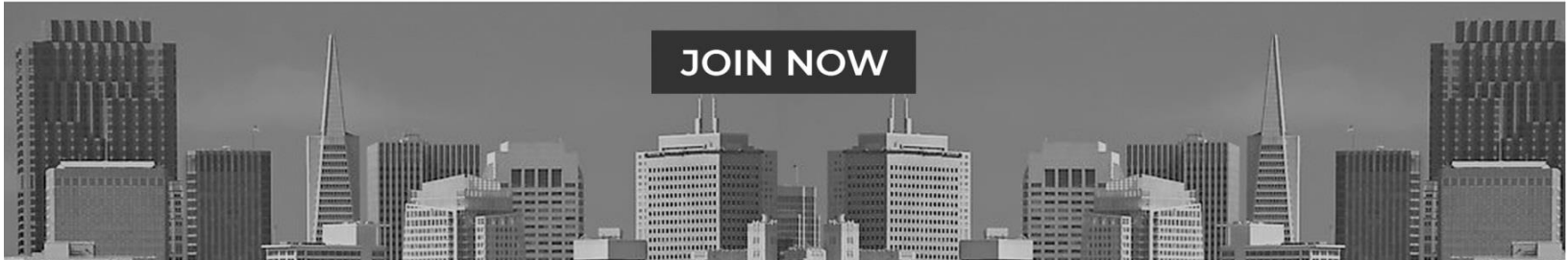
- Assurance of certified professionals with industry-recognized skills.
- Strengthened your strategy with Internal Audit capabilities.
- Enhanced ability to adopt and integrate with latest methodologies of emerging technologies effectively.

A grayscale image of a city skyline, featuring several tall buildings and skyscrapers, including the Transamerica Pyramid. The image is used as a background for the 'JOIN NOW' button.

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PROGRAM STRUCTURE

Total Domains	3
Lectures	Lectures can be delivered through partners and trainers
Accredited Trainers	Can Deliver the lectures
One Credit Hour	10 Learning Hours
Total Credits Required	10 Credit Hours
Registration Process	Register through our partners / Trainer
Assessment	Online / Paper based
Passing Criteria	70 percent



PROGRESSION OF THE PROGRAM

Total Credentials	=	10 Credit Hours
One Credit Hour	=	10 Learning hours
Final Assessment	=	Online or physical assessment shall be taken by IMRTC Examination Department

AWARDING OF PROFESSIONAL DIPLOMA IN INTERNAL AUDIT

After getting 70 percent marks from the examination, the candidate will be awarded the Diploma in Internal Audit from IMRTC USA.



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COURSE CONTENTS

Professional Diploma in Internal Audit cover theory, process, and professional practices for internal Audit.

SEMESTER ONE:

Duration 4 Months

Foundation of Internal Audit, Standard System, Charter and Approaches

EXAMS: 3 Hours

100 Questions

SEMESTER TWO:

Duration 4 Months

Practical Exposure of Internal Audit

EXAMS: 3 Hours

100 Questions

SEMESTER THREE:

Duration 4 Months

Organization Strategic Planning & Management

Information System Audit Practices

EXAMS: 3 Hours

100 Questions

FINAL PROJECT

Develop one project of Internal Audit which covers all the standards of IPPF and any other from Charter to reporting and submit to IMRTC for review.

The above assignment is the one of the pre-requisites of the program, without submission of the project, the diploma shall not be awarded.

ONE YEAR COMPLETE DIPLOMA IN INTERNAL AUDIT



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DOMAINS AND TASKS

In this document, you will find an updated structure for the IMRTC Standard Examination Content. Based on Experience Consultants and stakeholders, we have devised and simplified the format so that the IMRTC Examination System can be easier to understand and interpret.

The domain and task are well-defined on the following pages:

Domain: Defined as the high-level knowledge area that is essential to the practice of PDIA – Professional Diploma in Internal Audit.

Tasks: The underlying responsibilities of the Internal Audit within each domain area.

PDIA examination will include all tasks for a domain and will adhere to the percentage of coverage at the domain level as outlined in the further pages.

A grayscale image of a city skyline, featuring several prominent skyscrapers, including the Transamerica Pyramid. The image serves as a background for the 'JOIN NOW' button.

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KNOWLEDGE AREAS

DOMAIN 1: FOUNDATION OF INTERNAL AUDIT, STANDARD SYSTEM, CHARTER AND APPROACHES

Task 1	<p>Foundation of Internal Audit</p> <p>How Internal Audit System has worked in the organization</p> <p>Why Internal Audit?</p> <p>Develop the Charter of Internal Audit</p>
Task 2	<p>Audit Standards and Guidelines</p> <p>Approaches of Internal Audit</p> <p>Importance of Committees</p> <p>Ethics and Professionalism</p> <p>Governance Risk Management and Control</p>
Task 3	<p>Fraud and Risks</p> <p>Developing Culture in the organization to prevent frauds</p>



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KNOWLEDGE AREAS

Domain 2: : Practical Exposure of Internal Audit	
Task 1	Practical Exposure of Internal Audit
Task 2	Internal Audit Management Functions Internal Audit Operations
Task 3	Developing internal Audit Plan Quality of Internal Audit Functions
Task 4	Planning and Performing the Internal Audit Function Engagement Planning Information Gathering and Analysis of Evaluation
Task 5	Engagement, Supervision and Communication Engagement Results and Monitoring Develop One Internal Audit System from Planning to Engagement



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KNOWLEDGE AREAS

DOMAIN 3: ORGANIZATION STRATEGIC PLANNING & MANAGEMENT	
Task 1	Organization Strategic Planning & Management
Task 2	Common Business Processes Information Technology & Usage IT Control Frameworks and Information Security
Task 3	IT Infrastructure & Operations & Audit
Task 4	Application Systems and Security & Audit Operating Systems and Security & Audit
Task 5	Database and Security & Audit Develop One Internal Audit System from IT Perspective



ASSESSMENT OF PROGRAM (ONLINE/PHYSICAL)

- The exam paper will be online/physical as per the choice of the candidate, but it is preferable to give the exam online.
- The exam paper will cover the above topics domain-wise.
- The Passing marks will be 70%.
- Internal Marks can be adjusted in the final marks through accredited trainers by obtaining prior permission from our Examination Department of IMRTC.
- Those candidates who cannot be able to give online tests due to online facility. So they are allowed paper-based examinations. Otherwise, the partner must arrange the center for the online exam as per the guidelines of the Examination Department
- Assessment will be done according to the domains and tasks mentioned above through our online methodology

EVALUATION AND GRADING

- The student will be examined through exams conducted by IMRTC LLC USA. Total marks for passing the CERTIFICATION/DIPLOMA will be 70 out of 100.



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PDIA ELIGIBILITY REQUIREMENTS

To be eligible for the Professional Diploma in Internal Audit at any level, the candidates must have a 12-years Education or equivalent with no experience. The candidate should have to submit the credentials

Educational Background	Accredited Training
12 years Education or Equivalent (Baccalaureate, Associate Degree or Global Equivalent)	10 PTH Training must be earned from any accredited trainer or any partner institute
Professional Experience	Certification/Diploma
No Professional Experience Required	After completing all the formalities and passing the test, will get the certification or diploma

REGISTRATION AND PAYMENT PROCESS

REGISTRATION PROCESS

Registration of the program is to be completed through our registered partners and if the partners are not available in your city or country then you can download this registration form and submit the fee in our bank account directly and wait for the email or contact from our Registration or Examination Department. For further information to our examination department contact at registration@imrtc.org.



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IMRTC EXAMINATION SYSTEM

PROFESSIONAL DIPLOMA IN INTERNAL AUDIT

PARTNER INSTITUTE INTERNAL EXAMINATION SYSTEM

The concerned partner/institute/trainer will take examinations online and submit to the International Management Research and Technology Consortium Examination Department.

IMRTC ONLINE EXAM SYSTEM

IMRTC will provide access to all partners to schedule the exams of the particular courses of any individual candidates. Therefore, according to the availability, the partner institutes will schedule the exam of individual candidates' subjects or courses/certifications.

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FEES STRUCTURE

PROFESSIONAL DIPLOMA IN INTERNAL AUDIT

S. No	Description	Fees
1.	Membership Fee	USD 50
2.	Examination Fee For Members	Semester One: USD 95 Semester Two: USD 95 Semester Three: USD 95
3.	Examination Fee For Non Members	Semester One: USD 195 Semester Two: USD 195 Semester Three: USD 195

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PROCESS OF CERTIFICATION



To get the certification, 100-Professional training hours as PTH is mandatory from any concerned professional trainer or Partner, and participants should submit their training PTH with the Examination Application Form with the attachments of required qualifications and other experience certificates/letters. The Paper is based on 100 Questions with MCQs of each semester and 70% passing marks are required to pass the exam. Further, if the Project is also included in your exam, marks will be distributed according to course & certification.

TERMS & CONDITIONS RELATED TO EXAMINATION AND CERTIFICATION

- The 100-Training-hours as PTH are valid up to one year.
- If the candidate is failed in the examination then S/he has one more chance to attempt the paper within a year, and if the candidate cannot pass, then they have to pay the examination fee and re-appear in the examination.
- If the candidate cannot pass the examination within one year and after some time S/he would like to appear in the examination then the candidate must resubmit 100 Professional Training hours as PTH again required to appear in the examination.
- The examination system is online and candidate can book the exam anytime according to his or her availability.
- Those countries, that do not have the facility of online examination facility then they can give the paper-based examination, which can be sent to authorized partner/trainers/examiners. The assessment time will be a month and we will send the results to the concerned partner.
- The candidate will get the certificate within one month and the administration will send to the concerned partners.
- To maintain the worth and eligibility in the market, the candidate must have to renew their membership on a yearly basis.



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EXAM CONTENT PERCENTAGE

The table below prescribes the proportions of examination questions from each section or Knowledge Areas defined above. The exam will be based on multiple choice questions, fill in the blanks and letter writing.

CONTENT	DOMAIN WISE PERCENTAGE
Semester I	25%
Semester I	25%
Semester I	25%
Project	25%
Total Percentage	100%



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