



# CCMS

CERTIFICATION CANDIDATE MANAGEMENT SYSTEM

SISTEMA DE ADMINISTRACIÓN DE CANDIDATOS A CERTIFICACIÓN

Miembro de



# INGRESE EN: WWW.THEIIA.ORG

The screenshot shows the website's navigation structure. A red arrow labeled '1° clic' points to the 'Certifications & Qualifications' menu item. A second red arrow labeled '2° clic' points to the 'Access CCMS' link under the 'Currently Enrolled?' section. A third red arrow labeled '3° clic' points to the 'ACCESS CCMS' button, which is also circled in red. The page content includes a list of certification programs (CIA, CGAP, CFSA, CCSA, CRMA, QIAL), a list of resources for candidates, and a list of countries where local representatives are available.

**1° clic** → Certifications & Qualifications

**2° clic** → Access CCMS

**3° clic** → ACCESS CCMS

**Navigation Menu:** IA Global | Find Your Local IA | Contact Us | Join The IA | Sign In

**Search:** Search [ ] Advanced search

**Home > Certification**

**Certification Qualification:**

- CIA Certification:** Certified Internal Auditor
- CGAP Certification:** Certified Government Auditing Professional
- CFSA Certification:** Certified Financial Services Auditor
- CCSA Certification:** Certification in Control Self-Assessment
- CRMA Certification:** Certification in Risk Management Assurance
- QIAL Qualification:** Qualification in Internal Audit Leadership

**How to Certification?**

- Exam Preparation
- Access CCMS & Document Upload Portal
- Download Handbook

**Already Certified?**

- CIA Certification
- QIAL Qualification
- CGAP Certification
- CFSA Certification
- CCSA Certification
- CRMA Certification

**Access CCMS & User Guide**

- Administrative Directives
- CBT Exam Tutorial
- Certification Corner News
- Certifications Merchandise
- Candidate Eligibility Extension
- Document Upload Portal
- Download Handbook
- Exam Language Offerings
- Pricing Structure
- Social Media & Open Badging
- Certification FAQ

**Currently Enrolled?**

- Exam Preparation Resources
- Access CCMS

**Already Certified?**

- CPE Requirements
- Write an Exam Question

The IIA's Certification Candidate management system (CCMS) is a powerful, user-friendly application to help you apply for, complete, and maintain your certifications and related information, while keeping you connected to and informed about The IIA's certification programs.

After you log in, you'll be able to:

- Apply for IIA certification programs.
- Register for IIA certification examinations.
- Review your certification status.
- View your exam score report.
- Review your next steps in the certification process.
- Update your personal information.
- Review your credential and exam history.
- Contact IIA Customer Relations.

**ACCESS CCMS**  
Certification Candidate Management System

Candidates from the following countries must refer to their local IIA Institute web-site or contact their local representative for more information about local certification processes:

|                |                      |
|----------------|----------------------|
| Australia      | Malaysia             |
| Belgium        | Netherlands          |
| Brazil         | Philippines          |
| China          | Poland               |
| Chinese Taiwan | Russia               |
| Colombia       | Saudi Arabia         |
| Czech Republic | Singapore            |
| France         | South Africa         |
| Germany        | Spain                |
| Indonesia      | Switzerland          |
| Italy          | Thailand             |
| Japan          | Turkey               |
| Korea          | United Arab Emirates |

The information contained on this website pertains to all other countries.

# INGRESO DE USUARIOS REGISTRADOS

1- Ingrese con su nombre de usuario y contraseña.

Find Your Local IIA | Contact Us

**The Institute of Internal Auditors** | Global

Standards & Guidance | Knowledge & Research | Certification | Education & Events | About the Profession

### IIA Certification Candidate Management System Login

Username:

Password:

Login

First Time Users  
Forgot your password?

Welcome to the IIA Certification community. IIA's powerful, user-friendly application helps you apply for, complete, and maintain your certifications and related information, while keeping you connected to and informed about IIA certifications.

After you log in, you'll be able to:

- Apply for IIA certification programs
- Register for IIA certification examinations
- Review your certification status
- View your exam score report
- Review next steps in your certification process
- Update your personal information
- Review your credential and exam history
- Contact IIA customer service
- And much more

Helpful Links

|                      |                          |
|----------------------|--------------------------|
| Standards & Guidance | International Conference |
| Bookstore            | Global Events            |
| CAE Resources        | About Internal Auditing  |
| Research Foundation  | About The IIA            |
| Certification        |                          |

Join Our Community

- Visit Our Facebook Page
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- Follow Us on Twitter
- Share in Discussion Forums

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2- Si olvidó su contraseña, haga click en "¿Ha olvidado su contraseña?"

2.A- Complete su apellido y su dirección de email (asegúrese que sea la misma que registró en CCMS)

**The Institute of Internal Auditors**

### Account Recovery

Last Name:

Email Address:

Enter your last name and e-mail address. Within a few minutes, you should receive an e-mail containing a hyperlink to a page where you can reset your password and/or change your username.

# NUEVOS USUARIOS

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### IIA Certification Candidate Management System Login

Account Recovery successful, please check your E-mail.

Username

Password

**Login**

[First Time Users](#)  
Forgot your password?

Welcome to the IIA Certification community. IIA's powerful, user-friendly application helps you apply for, complete, and maintain your certifications and related information, while keeping you connected to and informed about IIA certifications.

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- Apply for IIA certification programs
- Register for IIA certification examinations
- Review your certification status
- View your exam score report
- Review next steps in your certification process
- Update your personal information
- Review your credential and exam history
- Contact IIA customer service
- And much more

**Helpful Links**

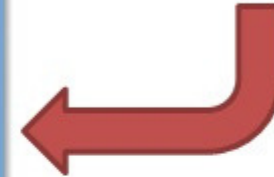
|                      |                          |
|----------------------|--------------------------|
| Standards & Guidance | International Conference |
| Bookstore            | Global Events            |
| CAE Resources        | About Internal Auditing  |
| Research Foundation  | About The IIA            |
| Certification        |                          |

**Join Our Community**

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Si nunca ingresó en el sistema CCMS, primero debe registrarse como Usuario haciendo click en “ First time users”



# NUEVOS USUARIOS

## Acepte los términos

Una vez que haya  
registrado sus datos  
personales, acepte los  
términos de uso.

## Complete la información personal

Cree su perfil de usuario.

Debe completar los  
campos obligatorios  
indicados con \*

Para seguir debe  
autenticar su  
información personal.

# PÁGINA DE INICIO

Aquí podrá ver sus datos personales y el estado de sus certificaciones.



The screenshot displays the user interface for 'The Institute of Internal Auditors' (IIA). On the left is a dark blue sidebar menu with the IIA logo and the text 'The Institute of Internal Auditors'. The menu items are: Logout, Home, Personal Information, Update Personal Info, History, Order History, Change Password, and New Incident. The main content area is titled 'Home' and shows the user's name 'Joseph Smith - 1234567'. Below this is a section for 'My Personal Information' with a dropdown arrow. The user's details are: Joseph Smith (1234567), 1234 State Ave., Anytown, ST 01234, UNITED STATES, (123) 456-7890, and email j.smith14@net.com. There are 'Update' and 'Change Password' links. Below this is a section for 'My IIA Program Status' with a dropdown arrow. At the bottom of this section is a table with columns: Status, Effective, Privileged, and Expiration.

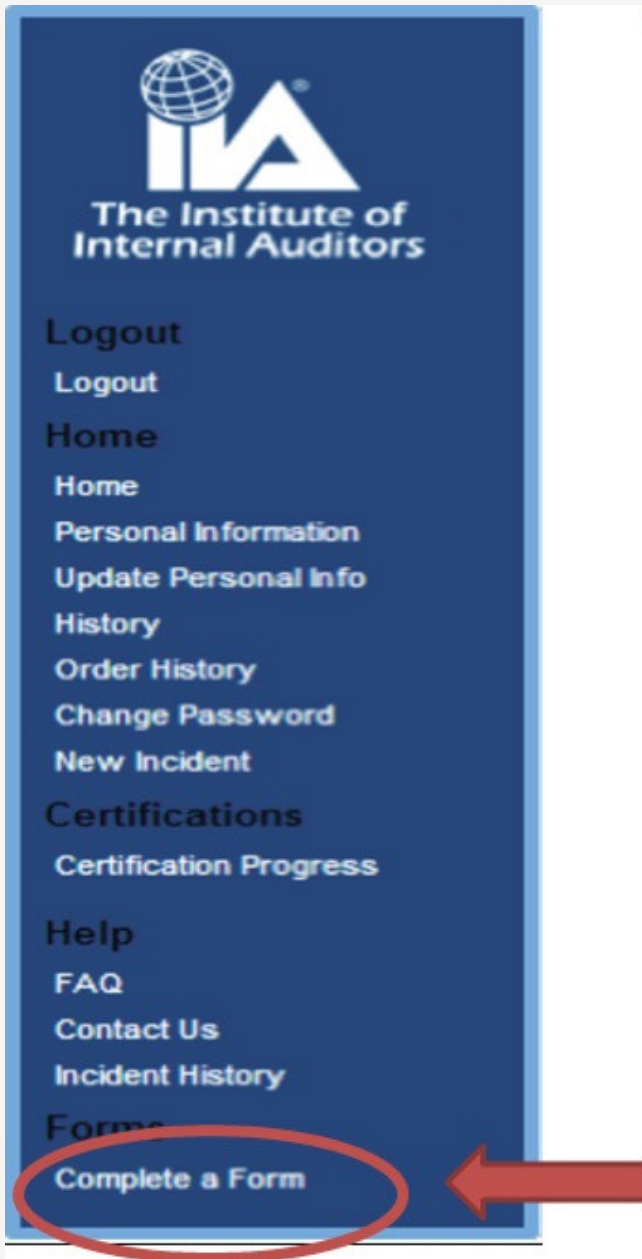


## Menú de opciones

En el menú de la izquierda verá todas las acciones que puede realizar en CCMS.

# MENÚ DE OPCIONES

- Logout- Cerrar sesión
- Home- Va a página de inicio
- Personal Information- Muestra su información personal actualizada.
- Update personal Information- Le permite actualizar su información personal.
- History- Le permite ver sus acciones en el tiempo.
- Order history- Le muestra sus pedidos en CCMS.
- Change password- Cambio o actualización de su contraseña
- New incident- Le permite crear pedido de soporte.
- Certification progress- Le provee un esquema indicando el camino a una designación.
- Contact us- formas de contacto
- Incident history- Le permite ver sus incidentes en el tiempo.
- **Complete a form- Para realizar acciones específicas en sus programas como ser pedidos de examen, reporte de CPE, aplicaciones, entre otras.**



Click aquí para hacer el pedido

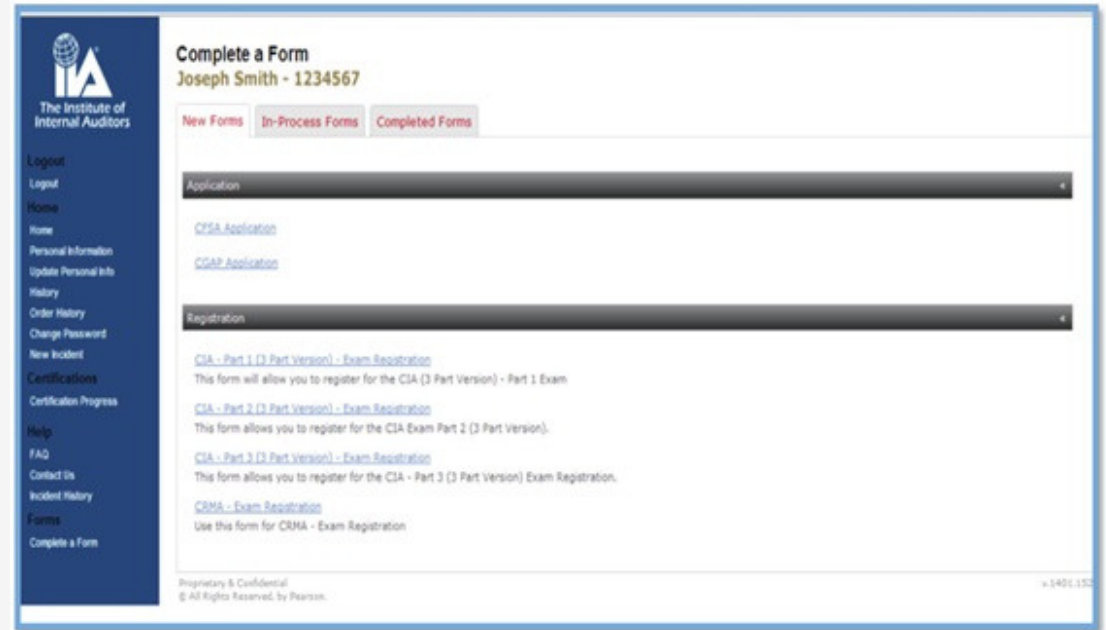
# COMPLETE EL FORMULARIO DE PEDIDO

Tiene tres opciones:

## 1- New forms- Nuevo formulario:

Están agrupados por tipos. Si completa un formulario pero todavía no quiere enviarlo debe guardarlo para después y luego lo encontrará en "In-progress forms".

Los formularios que podrá ver son aquellos que le permite el programa en el cual se encuentra inscripto.



**2- In-process Forms- Formulario en proceso:** Aquí verá los formularios abiertos pero no completos o enviados. Para ingresar y editarlos debe clickear en el formulario y luego en el botón "Edit". Asegúrese de guardar los cambios.

**3- Completed forms- Formulario completado:** Seguimiento de su historial de formularios. Una vez que los formularios son enviados y su pago realizado, recibirá un email informando los próximos pasos.



# PORTAL DE ENVÍO DE DOCUMENTOS

Este portal fue creado para agilizar el proceso de envío de los documentos requeridos para el ingreso de los programas del IIA.

Debe ser utilizado para enviar toda la información requerida a los participantes de los programas.

Debe ingresar en el sitio web del IIA antes de acceder al Portal. Esto garantiza que tus datos correspondan y se autocompleten ciertos campos.

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Home Certification New to Certification Certification Document Upload Portal

### Certification

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  - Six Steps to Certification
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  - || CRMA Certification
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- Certification News
- Certification eStore
- Document Upload Portal
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- Pruning Structure
- Certification FAQ

### Certification Document Upload Portal

GivenFirst Name \*

Surname,Last Name \*

E-Mail \*

Customer Number/Candidate ID \*

Document \*

Acceptable formats are pdf, and tiff

Certification Type \*

Document Type \*

### Help

Possible Error Messages

- || Document is required
- || The information provided is not valid
- || What do I do if I cannot remember my Customer/Candidate ID number?
- || Acceptable formats are: pdf,tiff
- || Provided Certification Document type is incorrect, Please contact administrator.



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