
Association of Inspectors General

Inspector General Institute



INSPECTOR GENERAL

INSTITUTE

ASSOCIATION OF INSPECTORS GENERAL

Certified Inspector General®

For Inspectors General and Senior Staff

Background

The Association shall foster and promote public accountability and integrity in the general areas of the prevention, examination, investigation, audit, detection, elimination and prosecution of fraud, waste and abuse, through policy research and analysis; standardization of practices, policies, conduct and ethics; encouragement of professional development by providing and sponsoring educational programs; and the establishment of professional qualifications, certifications, and licensing.

Articles of Organization, Constitution, and Bylaws ~ Association of Inspectors General

Eligibility and Course Prerequisites

To participate in the Institute certification program you must otherwise qualify to receive the designation of *CERTIFIED INSPECTOR GENERAL*.[®] You will qualify for the designation if you successfully complete the Institute and:

1. Currently hold an appointed position as an inspector general in a public jurisdiction.

OR

2. Currently serve or have served as a senior-level staff member in an inspector general's office, (including assistant inspector general, deputy inspector general, or legal counsel) who has earned a Bachelor's degree from an accredited college or university; has ten years of public sector experience performing or managing audits, investigations, or directly related legal functions; and has at least three years experience as a senior-level staff member in an inspector general's office managing and overseeing audits or investigations.

OR

3. Currently serve or have served as a senior-level staff member in an inspector general's office, (including assistant inspector general, deputy inspector general, or legal counsel) who has earned a graduate degree in Public Administration, Law, or a related field from an accredited college or university; has seven years of public sector experience performing or managing audits, investigations, or directly related legal functions; and has at least three years experience as a senior-level staff member in an inspector general's office managing and overseeing audits or investigations.

The Professional Certification Board will review the information provided by registrants to make a determination about individual qualifications for the designation of *Certified Inspector General*.

Certified Inspector General Applicant Information

Eligibility

I have read the eligibility requirements for participation in the Institute and award of the designation of *CERTIFIED INSPECTOR GENERAL*®. I qualify because (check the appropriate box - **PLEASE READ THE CRITERIA CAREFULLY**):

- 1. I currently hold an appointed position as an inspector general in a public jurisdiction.
- 2. I currently serve or have served as a senior level staff member in an inspector general's office, (including assistant inspector general, deputy inspector general, or legal counsel; if other than the listed positions, please describe your reporting relationship to the Inspector General on a separate page); have earned a Bachelor's degree from an accredited college or university; have ten years of public sector experience performing or managing audits, investigations, or directly related legal functions; and have at least three years experience as a senior level staff member in an Inspector general's office managing and overseeing audits or investigations.
- 3. I currently serve or have served as a senior level staff member in an inspector general's office, (including assistant inspector general, deputy inspector general, or legal counsel; if other than the listed positions, please describe your reporting relationship to the Inspector General on a separate page); have earned a graduate degree in Public Administration, Law, or a related field from an accredited college or university; have seven years of public sector experience performing or managing audits, investigations, or directly related legal functions; and have at least three years experience as a senior level staff member in an inspector general's office managing and overseeing audits or investigations.

If you qualify under number 2 or 3, above, complete the following sections on Education and Employment.

Note: All application forms will be forwarded to the Professional Certification Board (PCB) for review and approval. **Please be aware that the PCB can only evaluate the information as presented.** Although, brevity is encouraged, any personal information (experience, education, work history etc.) that may have an impact on the Board's decision should be explained in sufficient detail on a separate sheet.

Certified Inspector General® Applicant Information

Applicant's Name _____

Title _____

Organization _____

Street Address _____

City _____ State _____ ZIP Code _____

Telephone _____ Fax _____

E-mail _____

Employment Information in this area must specifically respond to the requirements in 2 or 3 above.

Please provide your resume of experience relevant to qualifying for the Institute and your current organization chart.

Position Title, Duties/Responsibilities	Employer	Address	Dates
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Education

Degrees Earned	Institution	Address	Year Awarded
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Candidate's Certification (when the Inspector General is the candidate)

This form is to be used when the candidate is the Inspector General qualifying under criterion #1 on page 3.

I certify that the information contained in this application is true and correct to the best of my knowledge and that I have never been convicted of a felony offense.

- My agency supports my candidacy for certification and will assume responsibility for full payment.
- I am personally responsible for payment.

Inspector General's Signature: _____

Date: _____

Inspector General Approval (when the Inspector General is not the candidate)

The information contained herein is to be provided by the Inspector General and attached to the application. The form below is to be used when the Inspector General is not the candidate, and the candidate is a senior staff member who qualifies based on criteria 2 and 3 on page 3. The applicant must have the endorsement and acceptance by the agency's inspector general to be considered.

I certify that the applicant _____ is known to me and that the information provided is truthful and correct and that the applicant meets the Association's stated eligibility criteria.

This agency supports the candidacy of the applicant for certification and will assume responsibility for full payment, unless the applicant has agreed to pay personally for the certification course. If the applicant is personally responsible for payment, check here: [___].

Inspector General's Signature: _____

Date: _____

The information contained herein is to be provided by the Inspector General.:

Name of Inspector General:

Title:

Organization

Address

City

State

Zip Code

Telephone

E-mail:

Please enclose payment, purchase order or execute electronic payment with this application. **Mail the application and payment to;**

*Association of Inspectors General
445 West 59th Street, 3532N, New York, NY 10019*