



Advancing Auditing in Higher Education

P.O. Box 14306
Lenexa, KS 66285-4306

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ADVANCING AUDITING IN HIGHER EDUCATION



“Membership is my single greatest resource for managing all the different risks that are unique to our higher education environment. ACUA is the most valuable membership our audit department has.”

Kim Turner
Chief Audit Executive
Texas Tech University
System

WE SERVE HIGHER EDUCATION WITH INFORMATION, RESOURCES – AND SUCCESS

ACUA is the association for institutions of higher education with internal audit departments in the U.S. and across the globe. Founded in 1958, we are the indispensable resource for education, knowledge exchange, best practices and networking for higher education auditing, compliance and risk management professionals.



JOIN ACUA TODAY!

ACUA focuses solely on higher education. We provide members with specialized training, information and resources to assist with performing financial, operational and information systems audits, evaluating internal controls, investigating fraud, identifying trends in regulatory matters and conducting risk assessments that are specific to colleges and universities.

We are the recognized resource for Internal Auditors in Higher Education and the principal advocate for higher education internal auditing. For more information about ACUA, visit our website at www.acua.org.



“ACUA always goes out of its way to make the Annual Conference and seminars extraordinary activities that are not only fun but help enhance networking with other auditors.”

Toni Messer
Director of Internal Audits
University of Texas at Dallas

ONE-OF-A-KIND CONFERENCES & SEMINARS

ACUA's yearly events offer members exceptional professional development and networking opportunities that can't be found anywhere else.



YOUR ULTIMATE RESOURCE: ACUA.ORG

www.acua.org is your comprehensive Web resource, saving members and their institutions time and effort. Features include:

- Breaking news.
- Directories to help you stay in touch with your peers or find a vendor for various products and services.
- An Audit Library that provides one-stop access to audit programs, questionnaires, checklists and other higher education-specific materials.
- NCAA Div. I and II Audit Guides.
- A career center for finding or posting jobs.
- Member-driven forums on specialty areas within higher education auditing.

“It's a different auditing environment today and my ACUA membership is a critical advantage in helping me to keep up, stay ahead of issues, and have answers in hand.”

Seth Kornetsky, Director
Audit & Management
Advisory Services
Tufts University

VALUABLE NEW MEMBERSHIP ADVANTAGES

- Unlimited access to benefits for all members of your internal audit department for one low price.
- Free access to all of the resources posted on our website.
- Discounted attendance at ACUA Conferences and Seminars.
- Discounts on select products provided by ACUA's Strategic Partners.
- The opportunity to contribute to your profession through volunteer leadership.
- Numerous networking opportunities throughout the year at conferences and on-line.

KEY TOOLS & BENEFITS TO USE IN YOUR OWN WORK

Additional ACUA member benefits include:

- Subscription to ACUA-L, our listserv of over 1,200 members, that is there to support you with advice, discussion of issues and camaraderie.
- Risk Dictionary – defining financial, compliance, security and other risks, then linking them to specific examples and solutions, so you can be proactive in planning for and handling them.
- Free webinars on timely topics for professional development and CPE credit.
- Access to ACUA's journal, *College and University Auditor*.
- Benchmarking surveys on audit practices and staffing.
- Strategic alliances with leaders in auditing, compliance and risk assessment.

“I can't imagine being an auditor in higher education today without ACUA. The advice available through the ACUA listserv, the educational programs offered and the networking opportunities are simply unmatched by any other organization in our industry.”

Kevin Robinson
Executive Director
Internal Auditing
Auburn University

Membership Application

Institution/Company Name: _____

Designated Representative: _____ Title: _____

Mailing Address: _____

City: _____ State/Province: _____

Zip/Postal Code: _____ Country: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Web Site Address: _____

Please check the appropriate category

- Institutional Membership *(check one)*

Number of Full-Time

Employees

Dues

- | | |
|---|-------|
| <input type="checkbox"/> Less than 1,000 | \$375 |
| <input type="checkbox"/> 1,001 to 5,000 | \$475 |
| <input type="checkbox"/> 5,001 to 10,000 | \$525 |
| <input type="checkbox"/> 10,001 and above | \$575 |

- Individual Membership – \$150
Individual membership is a restricted category and must be approved by the membership chair.

I heard about ACUA from:

- ACUA brochure
- ACUA website
- A Colleague Name _____
- Other _____

Please answer the following questions:

How many full-time professional positions do you have on your audit staff, including CAE? *(Do not include Administrative positions or student workers in this number.)* _____

How many audit levels are there in your organization? *(CAE, Manager, Seniors, Staff, etc.)*

- 1
- 2
- 3
- 4 or more

What is your total departmental budget including personnel and other costs?

- < \$100,000
- \$100,000 - \$300,000
- \$300,000 - \$500,000
- \$500,000 - \$700,000
- > \$700,000

Does your audit organization have distinct IT audit positions?

- Yes No

Does your audit organization have distinct medical audit positions?

- Yes No

Are all staff members required to be certified?

- All staff
- Staff above a certain level
- Top level only
- No certification requirements for any level

What certifications does your staff currently possess? *(Check all that apply)*

- CPA
- CFE
- CMA
- CIA
- CISA
- CGFM
- Other
Please Specify _____

Do you perform an annual risk assessment?

- Yes No

What is your department's direct reporting line?

- Board
- CEO
- CFO
- Other
Please Specify _____

How often do you meet with the Audit Committee of the Board?

- Never/NA
- Annually
- Semi-annually
- Three times per year
- Quarterly
- More than 4 times annually

Do you co-source or outsource any internal audit work?

- Yes No

If you co-source or outsource internal audit work, specify the applicable areas. *(Check all that apply)*

- Construction
- Contracts
- Information technology
- Asset inventory
- Financial
- Audits
- Other
Please Specify _____
- None

Do you assist external auditors in any of the following engagements? *(Check all that apply)*

- Institutional financial statements
- OMB Circular A-133
- Foundation
- NCAA compliance
- NCAA required financial review
- Financial statement of division or units of the institution
- Other
Please Specify _____

Does your office handle the compliance function for the institution?

- Yes No

Does your office utilize audit software?

- No
- Audit Leverage
- Team Mate
- ACL
- IDEA
- Other
Please Specify _____

Does your audit organization participate in fraud or other investigations?

- Yes No

Does your campus utilize an external hotline administrator?

- No
 EthicsPoint
 Report it
 Global Compliance
 Systems
 The Network
 MySafeCampus™
 Other

Please Specify _____

Does the department or CAE belong to any of these organizations? (Check all that apply)

- ACFE
 AHIA
 AICPA
 IIA
 ISACA
 SCCE
 Other

Please Specify _____

Is your organization:

- Public
 Private
 Other

Please Specify _____

My institution is:

- Not a component of a system
 A university system
 Component of system
 Other

Please Specify _____

My system is:

- A university system
 Community college
 Statewide university system
 Non-statewide university
 Other

Please Specify _____

Student enrollment at your institution?

- < 2,500
 2,501 - 10,000
 10,001 - 20,000
 20,001 - 30,000
 30,001 - 50,000
 > 50,000

Number of full-time faculty/staff:

- Less than 1,000
 1,001 - 5,000
 5,001 - 10,000
 10,001 and above

What is the institution's approximate annual operating budget?

- < \$10 million
 \$10 - \$50 million
 \$50 - \$100 million
 \$100 - \$500 million
 > \$500 million

The institution has: (Check all that apply)

- Law
 Medical
 Health System Foundation
 International campuses
 Compliance office
 Policies office
 Other professional health sciences

Does your institution have an ERP System?

- None
 Oracle
 SAP
 SCT Banner
 PeopleSoft
 Other

Please Specify _____

What is the primary NCAA division the institution participates in?

- N/A
 Division I
 Division II
 Division III

As a member of the Association of College and University Auditors, you agree to fulfill all requirements stipulated in the bylaws of the Association.

Membership dues are payable in U.S. dollars and must accompany the application. Dues cover the period January 1 through December 31 of the year the application and payment are submitted.

Check # _____

Credit card

- VISA MasterCard American Express Discover

Card Number _____

Expiration Date (mm/yy) _____

Name on Card _____

Signature / Date _____

Please note that ACUA processes all new members on a weekly basis. Once your application has been approved and processed, you will be sent an email with information about the ACUA listserv and access to the Members-Only section of our website.

If you have any questions, please contact the ACUA Executive Office.

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