

Chapter 7

CONTINUING EDUCATION

<u>Section</u>	<u>Contents</u>	<u>Page</u>
700	Continuing Education Requirements	7-1
701	Continuing Education Profile	7-1

## Chapter 7 - Continuing Education

### 700. Continuing Education Requirements

1. In order to effectively discharge their duties the Internal Auditor must be technically proficient and possess the educational background appropriate for the audits that will be performed. As such, each individual employed by James Madison University, Audit and Management Services will receive, as a minimum, 80 hours of continuing professional education every two years with a minimum of twenty hours in any one year. Continuing education will be obtained through membership and participation in professional societies; attendance at conferences, seminars, college courses, in-house training programs, and participation in research projects. Training provided will be based upon past training experience, available training, areas noted for improvements, resources and the audit plan in effect.

### 701. Continuing Education Profile

1. When a new audit staff member is hired a continuing education profile is completed for all education received prior to starting employment with James Madison University. The continuing education profile will be revised for each continuing education program that staff member attends.