



# ASSOCIATION OF CERTIFIED FRAUD SPECIALISTS

## Official Membership Application

### Why Join Our Ranks or Become a Certified Fraud Specialist?

Joining is the gateway to discounted training, professional networks, special resources and certification, which is only available to members. Being designated a Certified Fraud Specialist by our Association, a nationally recognized, educational non-profit, provides independent validation of your training, skills and experience. In the eyes of courts, employers and the public, the CFS designation denotes a professional who is uniquely qualified to handle fraud matters. Certification also provides the personal satisfaction of knowing that your knowledge and skills were evaluated and determined to meet, or exceed, the standards set by an accepted national authority. The CFS credential both has, and can, make a big difference in today's highly competitive job market.

### Who are Certified Fraud Specialists?

We are comprised of law enforcement officers (sworn or non-sworn), internal and external auditors, private and government investigators, public accountants, forensic accountants, attorneys (prosecution and defense), loss prevention/security professionals, as well as educators and other professionals. Each of us works with fraud related issues.

**Not a member? Here's your opportunity.**

**Already a member? Then put this in the hands of a worthy colleague.**

### What are the Benefits of Membership?

- Cost-effective Training
- Career Development
- Professional Recognition
- Technical Seminars
- Regional Conferences
- National Events
- Exclusive ACFS Publications
- Multi-Disciplined Networking
- Local Chapter Affiliations
- Leadership Opportunities

## Association of Certified Fraud Specialists

The Mark of Excellence in the Anti-Fraud Profession

We are committed to serving our membership by providing innovative leadership, cost-effective training and meaningful certification. Through our members, we are dedicated to helping the public fight the war against fraud.

PLEASE READ CAREFULLY

The information you provide will be used to evaluate your qualifications for acceptance into membership. Resumes are encouraged but are not accepted in lieu of a completed application. **NOTE: A person must be admitted into membership before they can be certified.**

**POINTS:**

All applicants, with the exception of students, must demonstrate a minimum of 25 points to qualify for membership. Students must be in good academic standing at an accredited college, be studying fraud related topics as part of their academic major, and provide a confirming letter from their advisor or college professor.

Work Experience: Applicants may claim 5 points for each year of fraud related experience such as law, auditing, forensic accounting, law enforcement, private investigator, etc.

Education Points: May be claimed for degrees in fraud related disciplines (e.g. accounting, criminal justice): Associates 15 pts; Bachelors 30 pts; Master 45 pts; and PhD 60 pts.

**MEMBERSHIP STATUS:**

Membership in the ACFS is personal and is non-transferable. All applicants, and members seeking reinstatement, are assigned Associate Member status upon acceptance into membership. Acceptance into membership does not constitute certification.

**CERTIFICATION:**

Certification is a separate process and is only open to members.. A grandfathering provision exists which requires a member to complete a Petition for Certification. Members are not charged for certification under the grandfathering provision. To reactivate a suspended certification, the reinstating member must prove compliance with CPE requirements. (24 units within preceding 12 months).

**APPLICATION FEES:**

Applications must be accompanied by the correct fee or the application will be returned. Application fees are nonrefundable.

PLEASE TYPE OR CLEARLY PRINT ALL INFORMATION

\_\_\_\_\_  
*First Name*

\_\_\_\_\_  
*Middle Name*

\_\_\_\_\_  
*Last Name*

**Application type:**     Membership Only     Membership and Certification     Student Membership

CURRENT EMPLOYMENT

The position described below is  Full Time /  Part Time      Date Employed \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Employer \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Supervisor's Phone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_      Supervisors Fax Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Nature of Business \_\_\_\_\_      Your Job Title \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_      Total Work Time You Spend on Fraud Matters \_\_\_\_\_ %

**State Present Duties (Resumes may be attached, but are not a substitute for completing this form)**

\_\_\_\_\_  
\_\_\_\_\_

## PREFERRED MAILING ADDRESS & CONTACT INFORMATION

Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Daytime Phone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cellular Phone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Evening Phone Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Email Address \_\_\_\_\_

Have you ever been found guilty of a fraud charge?  Yes  No

**If "Yes," attach a signed and dated explanation with complete details.**

Have you ever been found guilty of an ethics violation by a professional organization?  Yes  No

**If "Yes," attach a signed and dated explanation with complete details.**

Have you previously applied for membership in the ACFS?  Yes  No If yes date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### **POINTS**

Please read instructions carefully. In work experience, please identify the number of years of fraud-related work experience that comprise the points claimed for experience. In education, please identify the major studied and/or degree for which points are claimed.

Work Experience Points: \_\_\_\_\_

Years of fraud related work experience: \_\_\_\_\_

Education Points: \_\_\_\_\_

Degree or Major: \_\_\_\_\_

### **MEMBERSHIP FEES AND ANNUAL DUES**

New members pay a fee for the processing of their applications and creation of their membership accounts. Members are not charged any additional fee if seeking certification.

Membership application fees are assessed: New Students Member \$25 New Member: \$250 Member Reinstatement: \$250

Members are not charged dues until the first anniversary of being accepted as a member.

Dues are assessed: Students: \$25 Associate (Non-Certified): \$75 Regular (Certified): \$150 Retired: \$50

If you were recruited or sponsored by an ACFS member, who was it? \_\_\_\_\_

### **ATTESTATION**

I certify that all information herein is true and complete to the best of my knowledge and belief. I authorize verification of this information and release all concerned from any liability in connection therewith. I hereby apply for membership in the Association of Certified Fraud Specialists, and affirm I have read and understand the qualifications for membership. I agree to abide by the Association's Bylaws, Rules and Regulations, Code of Ethics, and to promote the Association's objectives and purposes. I understand that providing false or misleading information in the application for membership is sufficient grounds for denial or revocation of membership, when the false or misleading information is discovered.

Signature \_\_\_\_\_ Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### **PAYMENT METHOD**

CHECK ENCLOSED:  / CREDIT CARD PAYMENT:  Visa  MasterCard  Discover  American Express

Name on Card \_\_\_\_\_ Payment Amount \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Expires: \_\_\_\_\_/\_\_\_\_\_

Billing Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Authorized Signature \_\_\_\_\_

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