



FREQUENTLY ASKED QUESTIONS

Queries related to Diploma in Internal Audit (DIA)

Q. No.	Question	Reply
1.	Will I be provided with hard copy of Reference material?	Only soft copy of reference material will be provided in downloadable printable black and white format.
2.	Will I be provided with the sessions videos?	The session videos will be available for view only on specified URLs till the next class.
3.	What will be the medium of teaching?	The medium of teaching will be both case study method and self study method. The candidates are required to arrange for Laptops with required software and good internet speed in order to attend the live video lectures.
4.	Is the Refund of fees possible?	Fees once deposited will not be refunded.
5.	Is there any attendance criteria for appearing in the exam?	60% attendance in the Video lectures is necessary to appear in the exam.
6.	What is mode of Examination?	MCQ based online examination will be held at the conclusion of the course which can be taken up by the participants from their home.
7.	When will the date of examination announced?	The date of examination will be announced in advance at least 15 days before the examination.
8.	What is the passing criteria in exam?	The candidate shall be declared to have passed if he obtains minimum sixty percent marks in the exam.
9.	What is the infrastructure required for giving exam?	The examination will be conducted through candidate's own computer system/laptops connected with internet having good speed and web

		camera which is mandatory. Without web camera participants will not be allowed to appear in exam. The participants also need to install the required Operating system and other software for the purpose of exam.
10.	Can the Institute reschedule the exam?	In case of technical failure exam may be rescheduled on an appropriate future date to be decided by the Institute which will be final and binding on all candidates.
11.	Clarification on Non-appearance in examination.	No separate exam will be held for the candidates who could not appear in the exam on scheduled dates or couldn't appear due to technical fault (like slow internet, PC boot problem, and hardware problem). Such candidates have to appear in exams along with exams being conducted for next batch. Non-appearance in the examination shall also be counted as an attempt.
12.	What will happen if I am not able to clear the examination in first three attempts?	If the participant is not able to clear the exam in first three attempts then he may be given additional two attempts on the payment of exam fees of Rs. 2500.
13.	Will I be provided with Model test paper before examination?	Model test paper will be provided to the candidates before the examination.
14.	When will the result of the examination declared?	Declaration of Results will be solely decided by the Institute at its discretion and will be uploaded on the Institute's website.
15.	When will the Certificates/Diploma issued?	Certificates will be issued to successful candidates after results are declared by the Institute.
