



Association of Certified Fraud Examiners

## **Associate Pre-Examination Scholarship Reimbursement Program**

**From the Scholarship Committee Shane Benbrook, Chair**

### **Do you want to be a CFE?**

Please note the rules for applying for the Exam Prep Course, especially the deadlines for submitting applications and the need to have been an associate member in the 2015-2016 year in order to apply. The rules are detailed with the application form on the following pages.

If you have previously submitted an application and did not receive the award, please resubmit. Since limited awards are made each year, you may have been a runner-up, so give it another try and resubmit. The scholarship committee welcomes your application.

### **What is the exam prep course?**

It is a self-study course on a CD. You load it on your computer and study on your schedule. People who have taken this course highly recommend it. It is a bit rigorous; it pays when you take the exam. If you are a member of the Association, the cost out of your pocket would \$745 if you bought it today; that is a good reason to turn in an application. If you were not a member of the Association, the cost out of your pocket would be \$945; that is a good reason to join the chapter and be able to apply in the future. The Reimbursement Scholarship is an award to you from the Chapter Board of Directors. If you choose not to purchase the study materials, the Chapter will instead reimburse for the cost of the actual exam.

**Applications must be mailed to the Scholarship Committee at the address noted below by Friday, November 18, 2016.**

### **If I have any questions, whom do I ask?**

- Contact Shane Benbrook, Chair of the Scholarship Committee – [shaneb@artfs.gov](mailto:shaneb@artfs.gov)



### Instructions for Application

The Chapter Board of Directors is awarding competitive scholarships to Associates who wish to become Certified Fraud Examiners. This is a competitive scholarship based on points. The Arkansas Chapter is making the awards in order to help provide certification assistance to those Associate Chapter Members wishing to become CFE's.

Judging will be based on maximum points in the competition. Make sure you include the narrative as stated on the instruction form. If you do not include the narrative, you will lose 25 points. The Scholarship Committee will not notify you when something is missing from the application. You need to re-check the steps to be sure that the package is complete.

The Associate Scholarship Reimbursement Program is a newly implemented program in the Chapter. Awards will be made by the end of December 2016. Up to four scholarships of \$900 can be awarded.

Should the applicant not receive an award the first time he/she applies, the application must be re-submitted by the appropriate application dates. An application form is attached to this newsletter. Candidates should send the completed Application form to: Shane Benbrook, ACFE Scholarship Reimbursement Program, 1400 West Third Street, Little Rock, AR 72201

Eligibility requirements include the following:

- Candidate must be an Associate Member of the national ACFE in Austin and Associate Member number must be included.
- Candidate must have been an Associate member of the Arkansas Chapter in the prior year—2015-2016
- Support documents for experience and education must be available if the Committee requests them
- Candidate must perform in an **active role** with the Arkansas Chapter by serving as either an officer or on a committee for at least one year following the scholarship award.
- Candidate must sign a statement (on last page of application) agreeing to repay the Arkansas Chapter for the cost of the scholarship should he/she fail to take and pass the examination for CFE within one year of the date of registration. The refund will be used to provide another Associate Scholarship.
- Candidates must include a narrative with the application. The narrative is "Why the Chapter Should Award the CFE Pre Exam Scholarship to me". The Scholarship Committee will award up to 25 points for the narrative.
- Candidates must not have a criminal record and otherwise eligible for membership and certification. **Note:** Be sure to follow the instructions on the following application.



Association of Certified Fraud Examiners

Pre-Examination Reimbursement Award for Associates 2016 Application

(Applicants must be Associates with ACFE and must have been Arkansas Chapter members during the Chapter fiscal year prior to the Scholarship application - 2015/2016 FY)

Name (print first, middle, and last names) \_\_\_\_\_

ACFE Associate Number and date you became an Associate: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone (Work): \_\_\_\_\_ Telephone (Home): \_\_\_\_\_

Employer: \_\_\_\_\_ For how long? \_\_\_\_\_

Your job title: \_\_\_\_\_ Your occupation: \_\_\_\_\_

1. Education: Please list name of college and year degree received

• Bachelor's Degree or equivalent (20 Points) College: \_\_\_\_\_ Year: \_\_\_\_\_ Total Section \_\_\_\_\_

• Graduate study: (5 points) College: \_\_\_\_\_ Year: \_\_\_\_\_ Total Section \_\_\_\_\_

2. Licenses: (If more than one license, list each in Explanation Section):

• Award 5 points for each license in a recognized fraud related profession: Number \_\_\_\_\_ x5 points

• \_\_\_\_\_ x5 points

• \_\_\_\_\_ x5 points Total Section \_\_\_\_\_

(Please state name of the AR license (i.e. CPA, PI) Do not provide certifications; the points are for licenses only.

3. Experience: (List Company names in Explanation Section)

Award 5 points for each full year of full time fraud-related work experience in the following areas.

(Credit cannot be claimed for more than one category during a specific time period):

Table with 3 columns: Category (Auditing, Criminology, Investigation, Accounting, Law Enforcement, Legal), Years, and Points. Each row has a blank line for 'Years' and 'Points'.

Total Section \_\_\_\_\_

4. Participation

- Award 5 points for each year you have been an ACFE Associate
• Award 5 points for each attendance at a Chapter seminar in the past 3 years
• Award 5 points for each committee assignment (Scholarship, website, chapter development, etc, in the last 3 years)
o Award 5 points if you chaired the committee

Total Section \_\_\_\_\_

Cumulative points claimed by the Candidate \_\_\_\_\_



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**5. Narrative (Points will be assigned by the Scholarship Committee for Candidate's Narrative.)**

You are required to submit a narrative entitled "Why the Chapter should award the CFE Pre-Certification Exam Scholarship to me" (not to exceed one page with 12 point type). Please attach to your application.

Total Section points (up to 25 points) \_\_\_\_\_

Total points awarded this application \_\_\_\_\_  
(Committee use only)

**6. Explanation or Additional Information** (back of form if necessary)

Send the application by the appropriate cutoff date (postmark is the determining factor) shown in the instruction to:

Shane Benbrook, Scholarship Chair  
c/o 1400 West Third Street  
Little Rock, AR 72201

I certify that the above information is correct AND I do not have a criminal record (disallowed for CFE participation).

\_\_\_\_\_  
Your Signature Date

**I agree to repay the Arkansas Chapter the full cost of my award (maximum \$900.00) within 90 days if I fail to take and pass the CFE test within one year of registration, or if I do not perform an active role in the Arkansas Chapter for at least one year following the scholarship award.**

(We will be requesting repayment from you if you do not take the exam as scheduled.)

\_\_\_\_\_  
Your Signature Date