July 15, 2015, and again on April 13, 2016
2:00 p.m. – 4:00 p.m. ET
Course Level: Basic • No Prerequisites

Who Will Benefit
Anyone responsible for the design, implementation, operation, assessment, or oversight of internal control.

Program Overview
The Committee of Sponsoring Organizations (COSO) released the first “COSO Report” (Internal Control – Integrated Framework) in 1992. That report revolutionized the theory and practice of internal control. In May 2013, COSO issued an updated and much expanded version of its previous work that features 17 specific principles to accompany the five basic components of a comprehensive framework of internal control. This interactive internet training program offers participants a practical way to familiarize themselves with the new guidance in the context of state local government.

Seminar Objectives
• Provide participants a basic understanding of the five components and 17 principles of a comprehensive framework of internal control as they apply to state and local governments.

Speaker
Stephen J. Gauthier, Director, Technical Services Center, Government Finance Officers Association, Chicago, Illinois

It’s Easy to Participate
• The GFOA’s Internet training is delivered to attendees via a secure website and audio conferencing service.

Equipment Needed
• A computer with a Web browser to view the presentation. If you have speakers for your computer, you will be able to listen to the training using them.
• If you do not have speakers for your computer, you will need a phone to listen to the presentation. (Speaker phone recommended, but not required.)

How It Works
• Participants will receive an e-mail invitation containing a link with instructions at the beginning of the week the course will be taking place from the e-mail address messenger@webex.com. (Please add this e-mail address to your “allowed senders list.”)
• Materials can be viewed on a secure Internet site.
• Questions can be asked at any time during the course, and interactive exercises will test your mastery of the material.
• To join the event more quickly, you can set up Event Manager before the event starts. Go to: https://gfoa.webex.com/gfoa/ecsetup.php?frommail=1.

Recommended Reading

There are many different types of governments, but all of them share certain basic objectives: effectiveness, efficiency, safeguarding of assets, reliable reporting, and compliance. Internal control provides reasonable assurance that a government is, in fact, meeting all of those objectives. An Elected Official’s Guide: Internal Control is specifically designed to offer non-specialists — be they members of the governing board, staff members without accounting or auditing expertise, or ordinary citizens — the information they need to understand what internal control is, how it operates, and who is responsible.

The text of this publication, written in an easily understandable question-and-answer format, reflects the most recent authoritative guidance on internal control set forth in the Committee of Sponsoring Organizations’ (COSO) revised and expanded version of its classic Internal Control – Integrated Framework (COSO Report), released in 2013.

To learn more, order online, or register for this event, visit www.gfoa.org.
Understanding Internal Control

Group Internet-based course

July 15, 2015, and again on April 13, 2016
2:00 p.m. – 4:00 p.m. ET
Course Level: Basic • No Prerequisites

Program Information (Please Check One)
☑ July 15, 2015 ☑ April 13, 2016

Please print or type (or register online at www.gfoa.org)
☑ Check here if you are faxing this form. Fax accepted only with credit card payment or purchase orders. Do Not Mail the Original.

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Please photocopy this form for additional registrants.

A copy of the confirmation and invoice will be sent as a PDF attachment via e-mail from training@gfoa.org. Please add this address to your allowed senders list.

Registration fee is per person, not per group. Early and/or student registration discounts do not apply to Internet training.

Register and pay for 3-9 participants and receive 10 percent off the total cost of the registrations. Register and pay for 10 or more participants and receive 15 percent off the total cost of the registrations. To qualify for the group discount, registrations must be submitted together. Individual registrations submitted separately or after the original group is submitted will not qualify for the group discounts.

Cancellation requests must be made in writing to the GFOA. All cancellations received five business days before the event date will incur a $20 administrative fee. No refunds will be issued after that date.

Substitutions (government entities only): A one-for-one substitution of a nonmember for an active member is allowed. If your organization has a current GFOA member on staff who is not participating in these training seminars, a nonmember may attend in his/her place at the member rate. You must provide the member number and/or name of the GFOA member on the registration form.

Inquiries: For information regarding administrative policies such as complaints and refunds, please contact the GFOA at training@gfoa.org or at 312-977-9700.

The GFOA is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org.

Register and pay for 3-9 participants and receive 10 percent off the total cost of the registrations. To qualify for the group discount, registrations must be submitted together. Individual registrations submitted separately or after the original group is submitted will not qualify for the group discounts.

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Registration Fees (Please Check One)
☑ $85 Active/Associate Member ☑ $160 Nonmember

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Discount for paid new member ($25.00) $_________

REGISTRATION TOTAL $_________

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(paperbound) (Members $15/Nonmembers $20) $_________
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