



**Certified Information
Systems Auditor®**

An ISACA® Certification

CISA Prep Course 2019

This is the only CISA preparation course given by ISACA accredited trainers in accordance with ISACA's Accredited Training Program launched in September 2017.

**18-20 March
2019**

Early registration
1 March 2019

Final registration
8 March 2019

Offered by



ISACA Athens Chapter has been awarded four times as Best Large Chapter in Europe/Africa (2009, 2012, 2013, 2014)



In association with



**HELLENIC
AMERICAN
UNION**

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1. Introduction

The Certified Information Systems Auditor® (CISA®) is a certification issued by the Information Systems Audit and Control Association (ISACA). The CISA designation is a globally recognized certification for IS audit control, assurance and security professionals. Being CISA-certified showcases your audit experience, skills and knowledge, and demonstrates you are capable to manage vulnerabilities, ensure compliance and institute controls within the enterprise. The certification also assists employers in hiring auditors who are skilled in measuring and assessing IT controls by affirming that a candidate possesses a baseline set of auditing skills.

With more than 140,000 members in more than 180 countries, ISACA (www.isaca.org) is a recognized global leader in IT governance, IT audit, IT risk and information security. ISACA develops globally applicable information systems auditing and control standards and administers the internationally respected certification designations.

ISACA Athens Chapter (www.isaca.gr) was established in 1994 and counts today approximately 500 members, holding positions in all areas of IT. Currently it is the only Chapter of ISACA in Greece and has been awarded four times as Best Large Chapter in Europe/Africa in the last few years (2009, 2012, 2013, 2014).

For more information on the CISA certification, please go to www.isaca.org/CISA.

2. Scope of the course

This is the only CISA preparation course given by ISACA accredited trainers in accordance with ISACA's Accredited Training Program launched in September 2017. The course focuses exclusively on the essential areas covered in the Certified Information Systems Auditor® Exam and offers a series of sample exam questions to enable participants to gain a "feel" of the format and the types of questions encountered on the CISA exam. Participants gain valuable experience reviewing these core sections and answering sample exam questions with an experienced CISA exam instructor. Correct answers are also reviewed for a better understanding of test questions.

3. Who should attend?

- Information Systems Auditors
- IT Administrators
- Chief Information Security Officers
- Risk managers and compliance personnel
- Executive and Operational Managers seeking an overall understanding of essential IT Audit management, risks and controls.

4. Why should I attend a 3-day exam preparation course on CISA?

1. This ISACA Athens Chapter official CISA Prep course will enable you during 3 full days to focus on the CISA exam away from your workplace.
2. You will be able to **exchange information and experiences** with ISACA CISA instructor and other CISA exam participants, with whom you can stay in touch after the course.
3. You will **solve at least 150 exam sample questions** in class.
4. You will gain a 6-hour mock-up test session at no extra cost, before the examination, should you feel you need more help with your preparation.
5. You will **learn valuable tips and tricks** for the CISA exam.
6. You will gain insight on how other potential CISA exam participants solve CISA questions.
7. This course will prepare you for the current **2019 exam**.
8. You are **trained by people who have successfully taken the CISA exam and are still CISA certified**.

5. Where? When? Who will be the Trainer?

The course will be held at the Hellenic American Union Conference Center, Massalias 22, 10680 Athens, on **18-20 March 2019 (Monday, Tuesday, Wednesday) from 09:00 to 17:00**.

Course Leader: Nikolaos Drakos, CISA, CISM, gained 15 years of work experience in Information Systems Audit in the Financial Services Sector, with participation in over 200 IT audit engagements in National Bank of Greece and Eurobank. He currently holds the position of Deputy Director in National Bank of Greece's Internal Audit. His prior work experience includes software development and solution integration projects in Getronics Hellas (ex-Olivetti) for Financial Services Sector companies, as well as Information Technology Management and Information Security responsibilities. He holds a Diploma in Electrical Engineering from National Technical University of Athens (NTUA) and has been certified as MCSE, MCDDBA, MCSA, CCNP, CCDA, COBIT 5 and ISO 27001 Lead Auditor. He is a Platinum level ISACA member, actively participating in ISACA's European IT Audit Leaders' Summits.

6. What will you learn?

The official ISACA exam preparation course materials are based on the **CISA® job practice** as defined by ISACA. A job practice serves as the basis for the exam and the experience requirements to earn the certification. This job practice consists of task and knowledge statements, organized by domains. The latest job practice analysis performed by ISACA reflects the vital and evolving responsibilities of IT Auditors. This job practice is effective as of June 2011.

The **Job Practice** domains and task and knowledge statements are as follows:

Domain 1 - The Process of Auditing Information Systems (14%)

Provide audit services in accordance with IT audit standards to assist the organization in protecting and controlling information systems.

Domain 2 - Governance and Management of IT (14%)

Provide assurance that the necessary leadership and organization structure and processes are in place to achieve objectives and to support the organization's strategy.

Domain 3 - Information Systems Acquisition, Development, and Implementation (19%)

Provide assurance that the practices for the acquisition, development, testing, and implementation of information systems meet the organization's strategies and objectives.

Domain 4 - Information Systems Operations, Maintenance and Support (23%)

Provide assurance that the processes for information systems operations, maintenance and support meet the organization's strategies and objectives.

Domain 5 - Protection of Information Assets (30%)

Provide assurance that the organization's security policies, standards, procedures and controls ensure the confidentiality, integrity and availability of information assets.

The complete CISA Job Practice can be viewed at: <http://www.isaca.org/CISAjobpractice>

7. Course Summary

Prerequisites	Basic understanding of IT management and control
CPEs	20
Languages	The course in class is given in Greek, however, all educational material is in English. The course maybe given in English upon request.
Planning	18-20 March 2019 (Monday, Tuesday, Wednesday) from 09:00 to 17:00.
	<p>6 extra hours mock exam practice at no extra cost!</p> <p>Course attendees are welcomed to participate in a 200-question mock CISA exam to work on their time management skills that are necessary for getting through a four hour exam. After the mock exam, the answer sheet will be provided and the correct answers will be discussed for the next two hours. This session will be scheduled after the course.</p>
Location	Hellenic American Union (Massalias 22, Athens) http://www.hau.gr/?i=hau.en.map
Cost	<p>EARLY BIRD (registration until 1 March 2019) for ISACA members only € 550 per participant</p> <p>NORMAL RATE (registration after 1 March 2019) € 650 per participant for ISACA member € 850 per participant for non-ISACA member Unemployed ISACA members/students (full time ISACA members): €275 per participant</p> <p>Cost includes</p> <ul style="list-style-type: none"> • CISA course material • CISA trial exam with answers <p>Cost does not include CISA Exam fee, CISA Manual, transportation, hotel accommodation</p> <p>The program is subsidized by LAEK/OAED 0,24% (for participants from Greek companies only)</p> <p>Registration fees to be paid before the start of the CISA exam Preparation Course</p>
We limit the number of participants to 15 in order to provide a high-quality, interactive learning experience with a focus on the CISA exam questions.	

8. Registration Process

<i>Step 1</i>	Fill in the registration form at the end of this document and send it to the Hellenic American Union by following the respective guidelines in the registration form.
<i>Step 2</i>	The Hellenic American Union will send a registration confirmation receipt via e-mail.
<i>Step 3</i>	<p>Send payment to the Hellenic American Union by following the payment details on the registration form at the end of this document.</p> <p>For bank transfer information please contact the Hellenic American Union. We will send you bank transfer information once we receive your registration form. Please always quote the invoice number which you will receive once you have registered, or alternatively please quote your company's name or the delegates name in the transfer instructions.</p> <p>The amount to be credited should be net of commissions. Any commissions/fees for bank deposits or transfers are payable by participants.</p>
<i>Step 4</i>	You will receive a course registration invoice from the Hellenic American Union after we receive your payment.

Payments: All registrations & payments must be received by the Hellenic American Union the latest by Friday, 8 March 2019. Invoices are issued by the Hellenic American Union.

Cancellations/Substitutions must be made via e-mail and sent to training@hau.gr. A full refund can be given for cancellation requests received in writing 15 working days before the course commencement. No refund will be given for cancellation requests after this deadline. A replacement is always welcome at no extra cost!

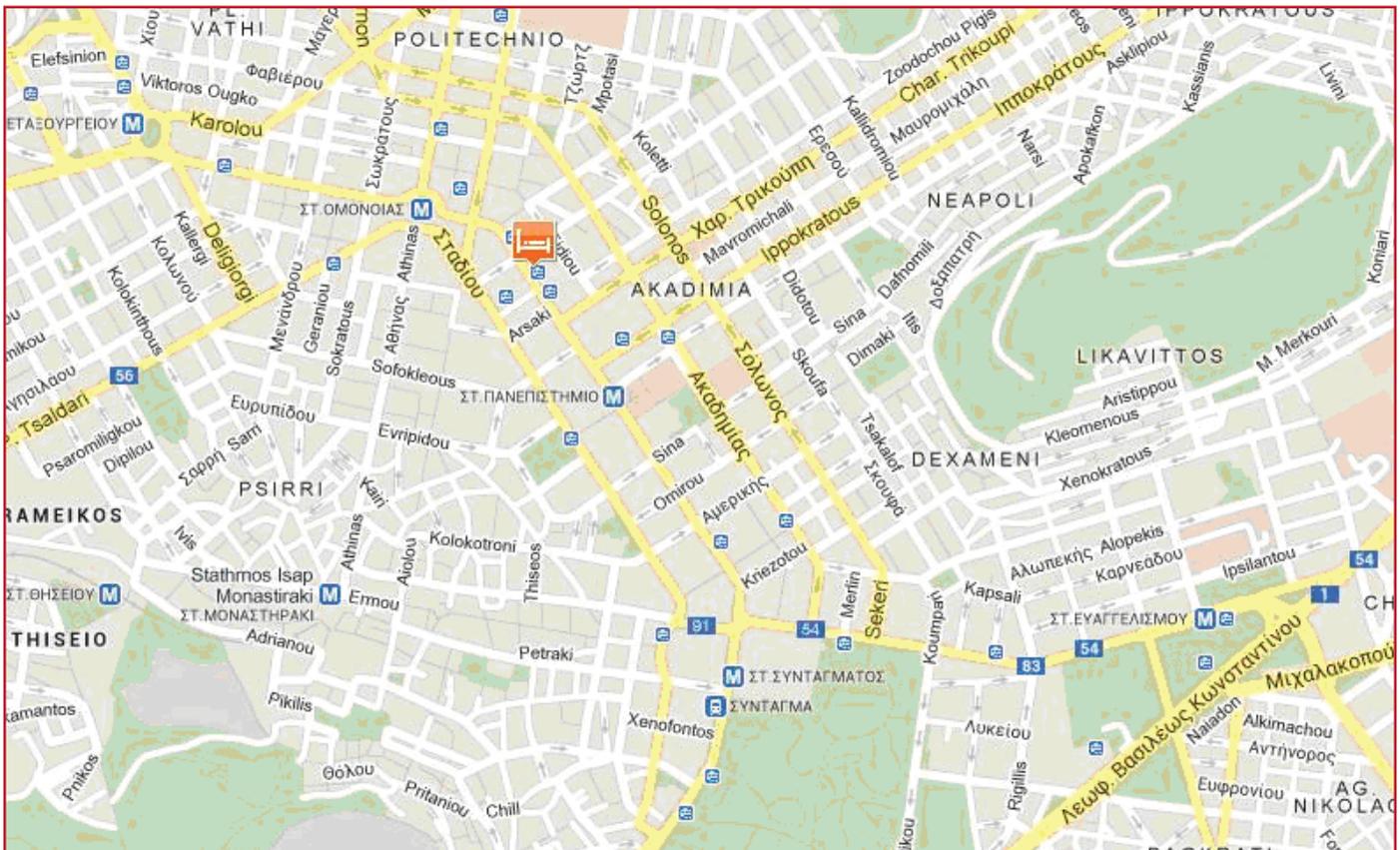
9. Frequently Asked Questions

When is the ISACA CISA Exam?	The ISACA CISA exam is now a computer-based test (CBT), so you can choose from exam times and locations that are most convenient for you. Exam locations are published in www.isaca.org
When should I register for the exam?	In 2019, CBT for the CISA, CRISC, CISM, and CGEIT certifications will be offered during three testing windows of eight-week durations. The next window is 1 February 2019-24 May 2019. To check registration dates for the next testing windows please visit www.isaca.org .
Is there one combined registration process for the ISACA CISA exam and the ISACA Athens Chapter CISA Exam Preparation Course?	No, there are two separate registration processes because the exam registration is administered by ISACA International: <ul style="list-style-type: none"> a. The ISACA CISA EXAM registration must be done via ISACA Headquarters in Chicago (www.isaca.org/CISA). b. The registration for the ISACA Athens CISA Exam Preparation Course must be done via the Hellenic American Union (www.hau.gr) using the registration form at the end of this document. <p>This form will be used for organizing and delivering this CISA Course and will be treated as confidential. One registration combining both CISA Exam fees and CISA Prep Course fees is not possible.</p>
Is attending this ISACA CISA Exam Preparation Course sufficient enough for me to pass this exam successfully?	No, because the CISA exam is not a “know by heart” exam, but an exam with multiple choice questions testing your practical knowledge and experience as an assurance professional. The CISA exam is a 100% individual challenge. You will need to continue to review the course materials and the sample questions after the course until the exam date.
Is passing the CISA exam sufficient to become certified as CISA?	No, in order to obtain your official ISACA CISA certification you will need to: <ol style="list-style-type: none"> 1. Pass the ISACA CISA exam (200 multiple choice questions) successfully. 2. Find three persons to confirm your experience in information systems auditing, control or security. 3. Submit an application for CISA certification to ISACA International. 4. Pay the CISA certification fee. 5. Confirm that you are going to invest at least 120 hours every three years in continuous professional education. 6. Confirm that you will follow the ISACA Code of Conduct for certified professionals.
Why is this ISACA Athens Chapter CISA Exam Preparation Course relatively cheap (early bird is less than 185 euro for ISACA members per training day)?	ISACA Athens Chapter, as a non-profit organisation and part of ISACA International, believes that it is our duty to potential CISA certified people to help them get the proper official preparation at the lowest cost possible. In addition our partner for this event, the Hellenic American Union, is also a non-profit organization, with a strong focus on education and life-long learning programs.
Are there any special fees for unemployed members of ISACA Athens Chapter for this course?	Course fees are reduced by 50% on the early bird price. Unemployed members just need to register on time before the early bird deadline expires and provide a copy of their unemployment card together with the registration form at training@hau.gr , or fax: 212 22 22 629.

10. Travel Information

Accommodation - Recommended hotel

For those travelling to Athens or from abroad and need accommodation, we recommend Titania hotel (www.titania.gr). In order to take advantage of special rates, please contact Ms Anastasia Serenidi (+30 210 3680911, aserenidi@hau.gr) at the Hellenic American Union.



Transportation arrangements

We highly recommend using our excellent Athens public transportation (metro).

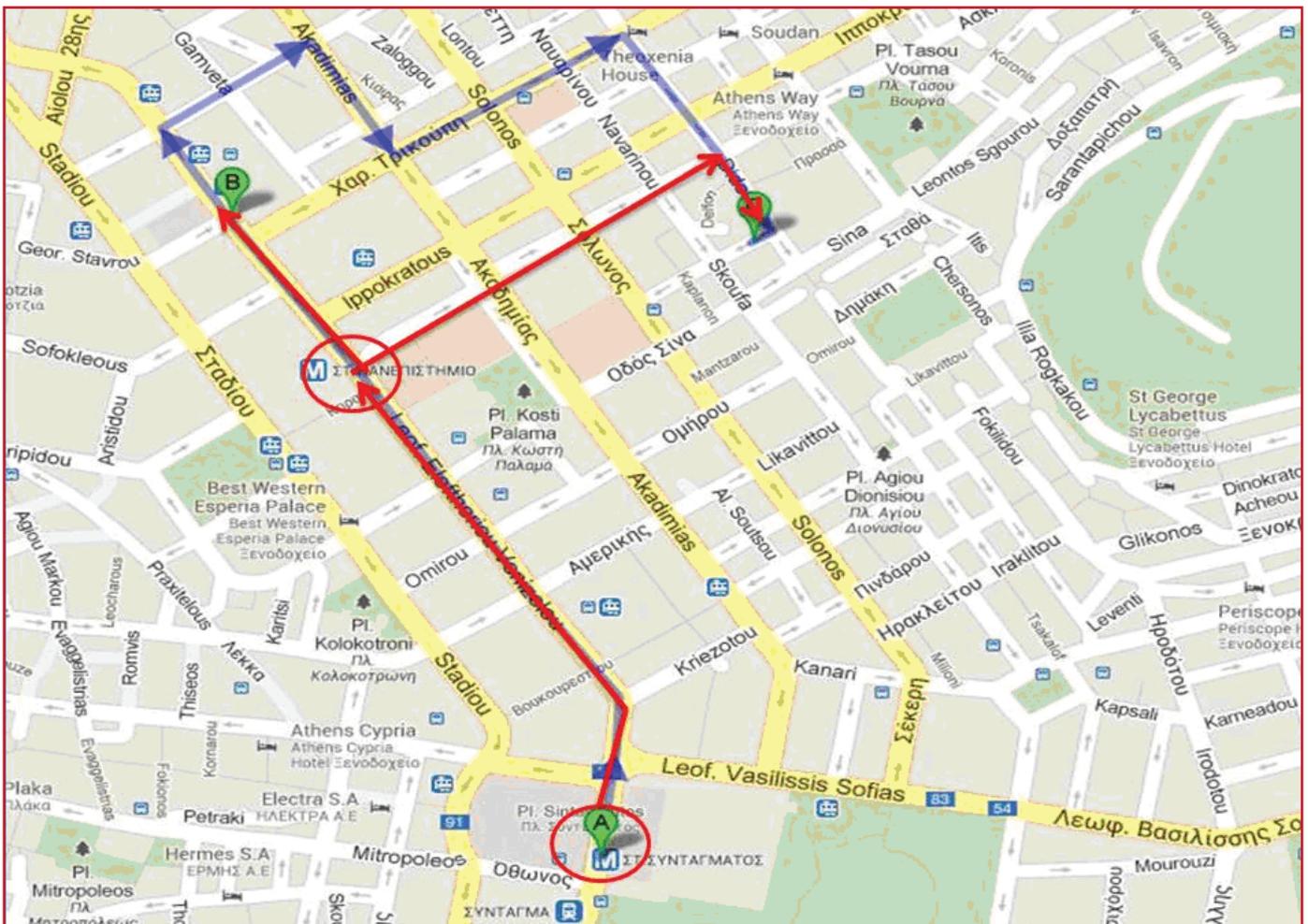
You need to validate your paper ticket at the beginning of your journey. Integrated tickets (as well as Metro airport tickets) are valid for 90 minutes so you don't need to validate it again if you use another mode of transportation anywhere in Athens within 90 minutes of the first validation.

Getting to/from the Athens International Airport and the city center, located about 36 km east can be achieved via metro:

Take the Blue line (line 3 – direction “Egaleo”) of the metro from Athens International Airport and get off at Syntagma station. Trains run every 30 minutes, 7 days a week from 6:30 a.m. to 11:30 p.m. The trip from/to the Airport to Syntagma metro station (Athens center) lasts 40 minutes. See the Metro timetable to the airport here and also an Athens airport railway station map. For ticket info see Athens Transport tickets and cards.

From Syntagma metro station you can:

- either change and take the Red line (line 2 – direction Anthoupoli) in order to get off at next stop, Panepistimio metro station (exit National Library) and walk approximately 4-5 minutes towards Omonia square to Titania Hotel (it is just on your right hand side).
- Walk from Syntagma Square to Titania Hotel through Panepistimiou street (it is approximately 10-15 minutes walk)



Red route: from metro Syntagma Station (circled A) and Panepistimio Station (circle) to Hotel (B) and venue (C)
Blue route: alternative route from Hotel (B) to venue (C)

On the last evening at the end of the Exam Preparation Course (at 17:00), you can take the metro from Syntagma directly to the airport.

Alternatives:

- By Bus (map: <http://www.oasa.gr/pdf/en/maps/keypoint/kentro-athina-2008.pdf>)
 - From the Airport take Bus Line X95 'Syntagma – Athens Airport Express' (Orange Line).
 - From Syntagma Square you can either take the Metro (see above) or walk to Titania Hotel.
 - You can also take a bus (most of them are passing by in front of the hotel, while
 - some stop right in front of the hotel).
- By Taxi (Flat fare: 35 Euros)
- By Car (36 km, 35-40 minutes depending however on traffic)
 - Via Attiki Odos, route 6/E94, 31,6 km, 35 min
 - Via Mesogeion Avenue, 20,8 km, 34 min
 - Via Route 64, 26 km, 34 min

Registration Form

I wish to register for the CISA Prep Course, 18-20 March 2019.

Please send this registration form to Hellenic American Union fax nr. (30) 212 22 22 629, or at training@hau.gr.

Registration Fees	Isaca Members	Non Members
Early bird fee until 1 March 2019	€ 550 <input type="checkbox"/>	€ 850 <input type="checkbox"/>
Normal fee after 1 March 2019	€ 650 <input type="checkbox"/>	€ 850 <input type="checkbox"/>
Unemployed ISACA members/students (full time, ISACA members)	€ 275 <input type="checkbox"/>	
Students (full-time)	€ 375 <input type="checkbox"/>	

In order to guarantee a place on the course, delegates are kindly requested to register at least 10 working days prior the course.

PARTICIPANT'S DETAILS

Fields with an asterisk (*) are required

Last Name*:

First Name*:

Company: Position:

Home Address: Postal Code:

Mobile Phone*:

E-mail Address*:

INVOICE DETAILS

If you need an invoice all fields are required

Company Name:

Type of Business:

Company Address:

Postal Code/City:

Phone/Fax:

Tax Number: Tax Office:

LAEK Subsidy YES NO

Payment Policy

Payments are made to the Hellenic American Union. For bank deposit/transfer information please contact the Hellenic American Union. Please always quote your company's name or the delegates name in the transfer instructions.

Please invoice my company: Bank Deposit/Transfer

Please charge my credit card: Visa Mastercard

Cancellation Policy

Participants' cancellations must be made in writing at least 15 working days before the start of the program to be eligible for refund. Thereafter, no refunds will be given.

Data Privacy Policy

The Hellenic American Union collects and uses the personal information that applicants provide in this registration form to administer this training program (e.g. to prepare invoices and class rosters), to issue certificates of attendance and to respond to participants' requests or those of employers financing their participation in the program.

We will retain the information requested in this form in digital and/or physical form and use it only for the purposes described above. We will keep your personal data for 5 years after the end of this training program, unless you register for another program in the meantime.

You have the right to access the information we maintain on you, to have it corrected or ported, to object to the processing of your personal data and to request that your data be deleted. You can exercise these rights by sending a request to the Hellenic American Union (22 Massalias St., 10680 Athens, e-mail: privacy@hau.gr).

If you would like more information on how the Hellenic American Union processes your personal information, please contact the Hellenic American Union's Data Protection Officer at privacy@hau.gr or 210 368 0056.

I/We understand and agree to the registration, cancellation and data privacy policies described above.

Name/Signature Date

In association with



**HELLENIC
AMERICAN
UNION** *

* A recognized Center for Lifelong Learning (ΚεΔιΒιΜ2) that has been granted a license of operation by the National Organization for the Certification of Qualifications and Vocational Guidance (EOPPEP)



Information

ISACA Athens Chapter

For membership please contact: membership@isaca.gr

For certifications please contact: certifications@isaca.gr

www.isaca.gr

[LinkedIn Group: ISACA Athens Chapter](#)

[Twitter: isaca_gr](#)

[Facebook: ISACA Athens Chapter](#)

For further information about the preparation course, please contact:

Hellenic American Union

Tel:210-3680907, 210-3680911 Fax: 212-2222629

e-mail: training@hau.gr, www.hau.gr/management

or

ISACA Athens Chapter

e-mail: certifications@isaca.gr