



Center for Interviewer Standards & Assessment
 Focused on the science of interviewingSM

**CERTIFIED FORENSIC
 INTERVIEWER
 3 Year Re-certification Requirements**

*Please complete and return with \$125.00 fee prior to your expiration date.
 Send this page only to:*

CISA[®]
 Attn: Re-certification
 4932 Main Street
 Downers Grove, IL 60515
 Fax: 630-852-7081

CISA[®] requires each CFI[®], after attaining the designation, to obtain 24 Continuing Education Credits for re-certification. This must be completed by the end of the anniversary month, every 3 years. Documentation of continuing education hours shall be retained by the individual CFI[®]. A percentage of re-certified CFI[®]s will be subject to audit of their application, criminal history and/or continuing education every year.

Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Email: _____
 Current Certification Expires: Month: _____ Year: _____

I certify that all statements, answers and representations made in my application and application for re-certification are accurate to the best of my knowledge. I have completed the continuing education credits required for re-certification. I have not been terminated for dishonesty or charged with a criminal offense in the last 3 years. Each of the preceding statements is true and accurate. Any exceptions must be explained in full.

 Signature

 Date

Falsification or omission of information on the application form will be reason enough to disqualify an applicant from becoming or remaining a Certified Forensic Interviewer. A CFI shall adhere to the Code of Ethics and Standards of Practice set forth in the handbook. Any reported violation of the Code of Ethics will result in an investigation by CISA, which may result in sanctions up to and including the revocation of the CFI designation.

CEC Committee Approval ~ For CISA Use Only

Date Received _____
 Date Approved _____

 Name (Printed)

 Signature

 Date

Please return this page only along with the \$125.00 re-certification fee (check or credit card)

Visa MasterCard American Express Name on Card: _____
 Card # _____ Expiration: _____ Security Code: ___ __ ___ Billing Zip Code: _____



1. Published Articles of Text		
		Points
1.1 Title of Contribution		
Publication in which it appeared		Date
1.2 Title of Contribution		
Publication in which it appeared		Date
1.3 Title of Contribution		
Publication in which it appeared		Date
1.4 Title of Contribution		
Publication in which it appeared		Date
2. Courses, Conferences and Internal Training		
		Points
2.1 Sponsor		
Program Title or description		
Location	Hours	Date
2.2 Sponsor		
Program Title or description		
Location	Hours	Date
2.3 Sponsor		
Program Title or description		
Location		
2.4 Sponsor		
Program Title or description		
Location	Hours	Date

3. Presentations, Speeches, and Other Opportunities			
--	--	--	--

	Points
--	--------

3.1 Type of Participation			
---------------------------	--	--	--

Program Title or Description			
------------------------------	--	--	--

Location	Hours	Date	
----------	-------	------	--

3.2 Type of Participation			
---------------------------	--	--	--

Program Title or Description			
------------------------------	--	--	--

Location	Hours	Date	
----------	-------	------	--

3.3 Type of Participation			
---------------------------	--	--	--

Program Title or Description			
------------------------------	--	--	--

Location	Hours	Date	
----------	-------	------	--

3.4 Type of Participation			
---------------------------	--	--	--

Program Title or Description			
------------------------------	--	--	--

Location	Hours	Date	
----------	-------	------	--

4. Advisory Committee Membership of CISA®			
--	--	--	--

Any member of CISA® 's Advisory Committee will be given 8 credits per year when they are considered active.			
--	--	--	--

1 Year			
--------	--	--	--

2 Years			
---------	--	--	--

3 Years			
---------	--	--	--

Total Points _____

CISA[®] Re-certification Credit Guide

	Credit(s)	Limit
1. Published Articles of Text		
1.1 Each interview or interrogation article published in a recognized Police, Loss Prevention, or Security related magazine	8	
1.2 Each textbook on interview and/or interrogation published	20	
1.3 Other contributions to articles, texts, or web based reporting	Reviewable	
2. Courses, Conferences and Internal Training		
2.1 Attendance at NRF, ASLET, RILA, IACP, ASIS, JSA or other conferences deemed appropriate by the Advisory Committee of CISA [®]	6 per conference	18
2.2 Seminars on Interview and Interrogation	1 per hour	
2.3 Post certification college credit in the field of investigations, interviewing and interrogation	Reviewable	
2.4 Government courses related to interview and interrogation	1 per hour	
2.5 Company training where investigation, interview, or interrogation was discussed.	1 per hour	
3. Presentations, Speeches and other Opportunities		
3.1 An instructor on the topic of interview and/or interrogation at a conference, company meeting or another CISA [®] approved organization	2 per hour	12
3.2 Instruction on interview and/or interrogation at an accredited college or university	2 per hour	12
3.3 Submission of ten acceptable questions for the CFI [®] exam (contact CISA [®] for the item writing format and booklet)	5	
3.4 Retake the CFI [®] Examination and successfully pass	24	
3.5 Active member of the CFInsider Newsletter Committee	3 per year	
3.6 Active member of the Continuing Education Committee	4 per year	
4. Advisory Committee Membership of CISA[®]		
4.1 Any member of CISA's [®] Advisory Committee when they are considered active	8 per year	
5. Other Accomplishments		
If an individual believes he has accomplished something relevant that is not specified in these guidelines, please contact CISA [®] . These instances will be reviewed on a case by case basis by the Advisory Committee.		
Copyright 2008 Center for Interviewer Standards & Assessment		

