



# NACVA Certified Forensic Financial Analyst (CFFA) Designation Application

### For Official Use Only

- Approved
- Needs Experience
- Not Qualified



Comments: \_\_\_\_\_  
 \_\_\_\_\_  
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Please complete the information below (Print or Type): Your name and address exactly as you wish it to appear in NACVA's Credentialed Member Directory and on your CFFA Certificate. To better serve you, NACVA requests a curriculum vitae and a business photo (head shot) be submitted along with your application. (Please read the certification criteria provided in The Association brochure prior to submitting this application. This information can also be accessed on NACVA's website at [www.nacva.com](http://www.nacva.com).)

Name: \_\_\_\_\_ Designations currently hold: \_\_\_\_\_

Name of Firm, Organization, or Agency: \_\_\_\_\_

Address (include Mail Stop, if applicable): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Position in Firm (or Official title): \_\_\_\_\_

I am a Practitioner member in good standing with NACVA:  Yes  No

## SECTION I

### Prerequisites:

The applicant must possess one of the following credentials or levels of education:

CVA (Certified Valuation Analyst), AVA (Accredited Valuation Analyst), ABV (Accredited in Business Valuation), ASA (Accredited Senior Appraiser), AM (Accredited Member of the ASA), CBA (Certified Business Appraiser), CBV (Chartered Business Valuator), CFA (Chartered Financial Analyst), CFE (Certified Fraud Examiner), CMA (Certified Management Accountant), Cr.FA (Certified Forensic Accountant), CPA (Certified Public Accountant), CA (Chartered Accountant), or other recognized accounting or financial credential subject to NACVA Headquarters approval, and a bachelor's degree in a business field from an accredited university/college, or, alternatively, a master's or doctorate in a field of business.

List here (submit proof along with this application): \_\_\_\_\_

## SECTION II

### CFFA Specialty Pursuit and Experience Requirement:

In which area of specialty will you be training and testing in pursuit of your CFFA credential? (Check one)

- Financial Litigation
- Forensic Accounting
- Fraud Risk Management
- Business and Intellectual Property Damages
- Matrimonial Litigation Support

Applicants must show proof of having provided services in the applicable field in which they wish to specialize, as follows:

- Financial Litigation:
  - Must have been involved in eight different litigation matters, three of which the applicant gave deposition and/or expert testimony. (This experience requirement can be met by attending the three-day NACVA-sponsored course entitled, "Expert Witness Bootcamp.") (Document experience in Section IV, disregard Section III.)
- Forensic Accounting, and Fraud Risk Management:
  - Must have been involved in ten engagements or have 1000 hours experience in the applicable field. (Document experience in Section III, disregard Section IV.)
- Business and Intellectual Property Damages, and Matrimonial Litigation Support:
  - Must have been involved in 10 engagements in the applicable field, or have had 1000 hours experience providing valuation services, 200 hours of which were in the applicable field. (Document experience in Section III, disregard Section IV.)



**SECTION V**

**Professional References:** *(Attorneys, Judges, CPAs, etc.)*

(1) Name: \_\_\_\_\_ Firm: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

(2) Name: \_\_\_\_\_ Firm: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Business Reference:**

Name: \_\_\_\_\_ Company/Firm: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**See Experience Waiver from Required Training on Page 4**

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I HEREBY ATTEST TO THE COMPLETENESS, ACCURACY, AND INTEGRITY OF THE ABOVE INFORMATION. NACVA HAS MY AUTHORIZATION TO TAKE MEASURES DEEMED NECESSARY TO VERIFY THIS INFORMATION.

Signature of Applicant\*: \_\_\_\_\_ Date: \_\_\_\_\_

\* *Your signature will authorize NACVA to confirm the above information via e-mail and/or fax, if necessary, and authorize NACVA to use either medium for future communication. NACVA will not disclose or share this information with third parties to secure confidentiality.*

I HAVE INCLUDED A RECENT CURRICULUM VITAE WITH THIS APPLICATION.

**Return Application via E-mail, Fax or U.S. Mail to:**

**NACVA**

National Association of Certified Valuers and Analysts

1111 Brickyard Road • Suite 200 • Salt Lake City • Utah • 84106-5401

Tel: (801) 486-0600 • Fax: (801) 486-7500 • E-mail: [nacva1@nacva.com](mailto:nacva1@nacva.com) • Internet: [www.nacva.com](http://www.nacva.com)

**SECTION VI—Optional****Experience Waiver from Required Training:**

Indicate which Experience Waiver you are applying for by checking  the applicable box(s).

**Financial Litigation**

- Applicants to NACVA’s: Financial Litigation program can waive the “Litigation Bootcamp for Financial Experts” training requirement for the CFFA by providing evidence of involvement in twenty different litigation matters, ten of which the applicant gave depositions and/or expert testimony, with at least one matter before a jury. Document experience in Section VII, disregard Section VIII.

**Forensic Accounting or Fraud Risk Management**

- Applicants to NACVA’s: Forensic Accounting, or Fraud Risk Management program, can waive the CFFA training requirement to the three-day “CFFA Candidate Workshop” and the four-hour exam that follows, by providing evidence that he/she was the lead professional on eight reports related to the applicable discipline and have presented his/her findings to a board of directors, audit committee or equivalent authoritative body three times. Document experience in Section VIII, disregard Section VII.

Furthermore, applicants with substantial experience in one of the following two specialty tracks can waive the five-day prerequisite training requirement, but not the four-hour exam, if their experience meets or exceeds the following thresholds (document experience in Section VIII, disregard Section VII):

- Forensic Accounting—Twenty-five matters, or 2,500 hours of forensic accounting experience.
- Fraud Risk Management—Twenty-five matters, or 2,500 hours of experience in fraud-related matters.

**Business and Intellectual Property Damages or Matrimonial Litigation Support**

- Applicants to NACVA’s: Business and Intellectual Property Damages, or Matrimonial Litigation Support program, can waive the CFFA training requirement to the three-day “CFFA Candidate Workshop” and the four-hour exam that follows, by providing evidence of involvement in eight different litigation matters, three of which the applicant gave deposition and/or expert testimony. (This experience requirement can also be met by attending the three-day NACVA-sponsored course entitled, “Expert Witness Bootcamp.”) Document experience in Section VII, disregard Section VIII.

Furthermore, applicants with substantial experience in one of the following two specialty tracks can waive the five-day prerequisite training requirement, but not the four-hour exam, if their experience meets or exceeds the following thresholds (document experience in Section VIII, disregard Section VII):

- Business and Intellectual Property Damages—Twenty-five matters, or 2,500 hours of valuation experience of which 1,500 must be related to business or intellectual property damages matters.
- Matrimonial Litigation Support—Twenty-five matters, or 2,500 hours of experience in matrimonial matters, or 2,500 hours of valuation experience of which 1,500 must be related to matrimonial matters.

**“Matters” has been defined as follows:**

***Forensic Accounting, and Fraud Risk Management***

*An engagement in the applicable field for which the expert rendered a significant amount of professional services and served as a lead professional. (A significant amount of services will typically require a minimum of 40 hours of the candidate’s time and the issuance of a report.)*

***Matrimonial Litigation Support, and Business and Intellectual Property Damages***

*A legal dispute (usually involving the filing of a lawsuit) for which the expert served as a lead professional in the rendering of a significant amount of professional services (i.e., valuation, forensic accounting, damages measurement, resolution facilitation, etc.) in the applicable field. (A significant amount of services will typically require a minimum of 40 hours of the candidate’s time and the issuance of a report.)*

**SECTION VII**

Please complete the following information:

	Name of Case	Case No.	Jurisdiction/ Court	Attorney & Law Firm Retaining Your Services (Name, Address, Phone #, and E-mail)	Year Deposition and/or Expert Testimony Given	Was this given in a Deposition, Trial, Hearing or Arbitration? (D, T, H, A)	✓ Indicates Testimony Before a Jury
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