

一文读懂ISACA证书报考流程，开启您的职场赋能之旅

ISACA

在信息技术审计、治理与网络安全领域，ISACA的各项认证（如CISA、CISM、CRISC、CGEIT、CDPSE和人工智能专项认证AAIA、AAISM、AAIR等）被全球广泛认可，是专业人士职业发展的重要里程碑。获取ISACA认证，不仅是对自身专业能力的权威证明，更是职场进阶的关键一步。为了帮助大家顺利开启认证报考第一步，我们根据官方流程整理了这份详细报考指南，建议点赞收藏。

报考指南

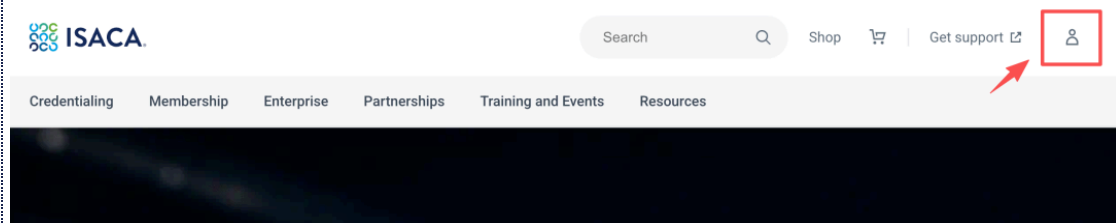
在执行下面的操作之前，请确认您已经从ISACA中国官方授权机构

(<https://www.isaca.org.cn/enterprise/atos>) 获取ISACA的考试资格。



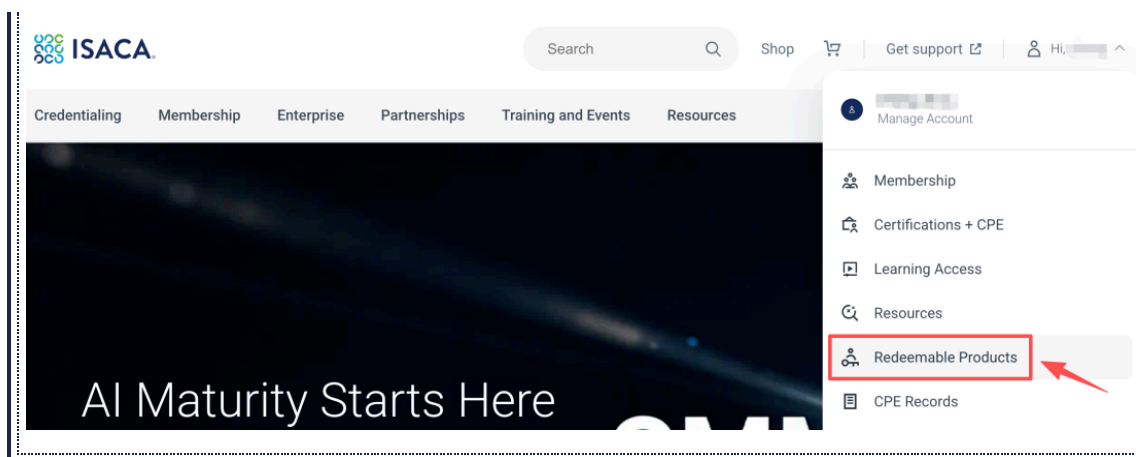
01

点击前往ISACA全球官网www.isaca.org并登录您的账号。



02

登录之后，在右上方找到个人账号图标，显示下拉菜单之后，点击“Redeemable Products”，开始兑换您的考试资格。



03

出现下图界面之后，请先核对您报名的考试名称是否正确，若无误，请点击“REDEEM”进入信息填报界面（**请注意您的考试资格兑换截止日期，逾期将无法兑换**）。



04

进入个人信息填报界面，请用英文填写所有带红色“*”标识的信息，并按照英文格式拼写。姓名必须是您身份证姓名的拼音，请注意名字在前，姓氏在后，并注意首字母大写。例如考生林小明，此处应填写 Xiaoming Lin.

The screenshot shows the personal information registration form. The 'First/Given Name' and 'Family Name/Surname' fields are highlighted with a red box. Red arrows point to these fields with the following Chinese instructions: '请确认您的账号用名（请使用拼音字母，例如中文名是“林小明”，则此处应填写“Xiaoming”）' for the first name and '请确认您的账号用名（请使用拼音字母，例如中文名是“林小明”，则此处应填写“Lin”）' for the family name. Other fields include Prefix, Suffix, Birth Year, and a dropdown for 'Which of the following describes how you think of yourself'.

填写您的联系方式，**请正确填写个人常用邮箱及联系电话**，否则可能导致后续证书发放时无法与您取得联系。

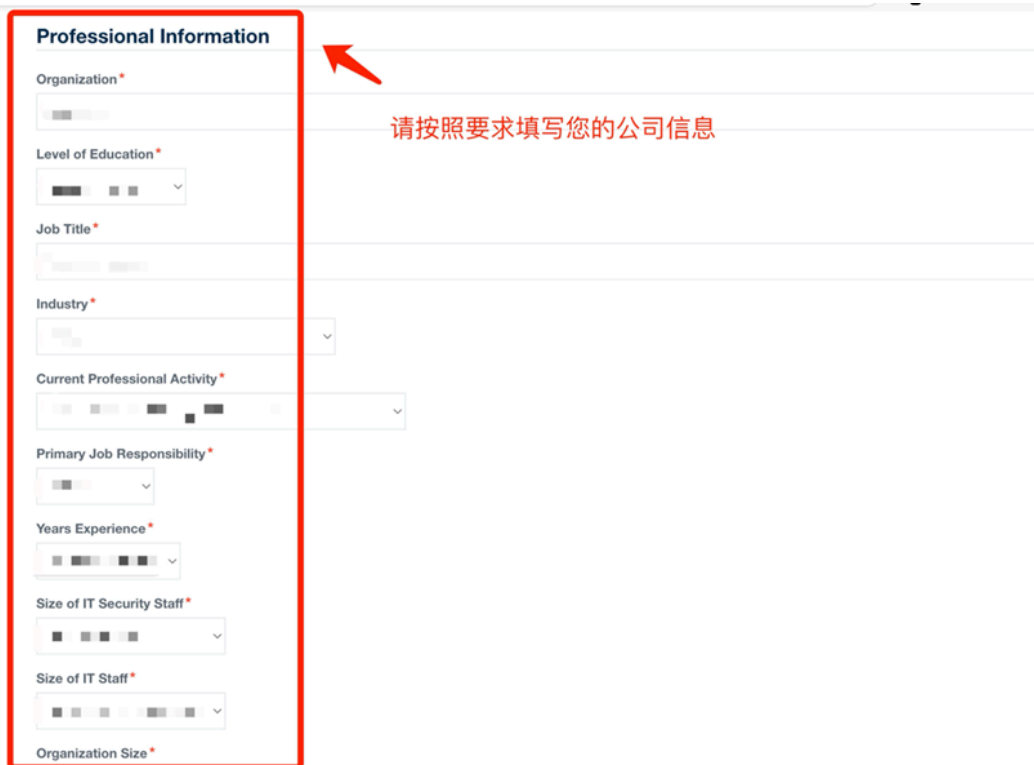


Contact Information

Email * → 请填写个人常用邮箱

Mobile/Other Phone → 请填写您的个人常用手机号

请按照要求填写您的公司信息。



Professional Information ← 请按照要求填写您的公司信息

Organization *

Level of Education *

Job Title *

Industry *

Current Professional Activity *

Primary Job Responsibility *

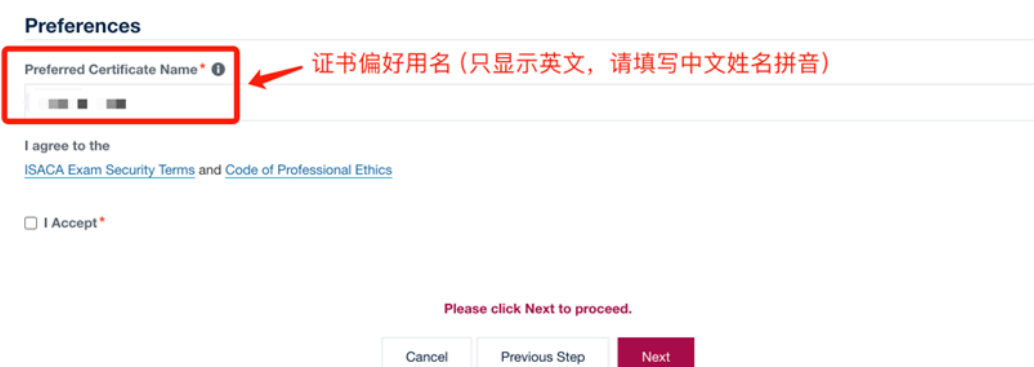
Years Experience *

Size of IT Security Staff *

Size of IT Staff *

Organization Size *

注意，请务必在“**Preferred Certificate Name**”处正确填写您的姓名，与身份证一致的拼音，并且名字在前，姓氏在后。例如考生 林小明，此处应填写 Xiaoming Lin。不要填写中文，否则证书姓名处将显示为乱码。请仔细阅读相关政策与条款之后，在“I Accept”前面打“✓”，并点击“Next”进行下一步。



Preferences

Preferred Certificate Name * ← 证书偏好用名（只显示英文，请填写中文姓名拼音）

I agree to the [ISACA Exam Security Terms](#) and [Code of Professional Ethics](#)

☐ I Accept *

Please click Next to proceed.

Cancel Previous Step Next

进入证件信息填报界面，请用英文填写所有带红色“*”标识的信息，并按照英文格式拼写。姓名必须是与您的身份证姓名一致的拼音，名字在前，姓氏在后，并注意首字母大写。例如考生林小明，此处应填写 Xiaoming Lin。（**请注意：若此处的填写的信息与实际身份证件不符，有可能会被拒绝参加考试**）。确认填写信息无误之后，请点击“Next”进行下一步。

请注意，该页面信息填写确认之后无法自行修改，如需修改请联系您报名机构的老师寻求帮助

Government Issued ID Name and Country of Residence

The name you enter in the Government Issued ID Name fields and the country you select in the Country of Residence field should match your government-issued identification and will be used as verification when taking ISACA exams. Once populated these fields are not editable on this form and you must contact the [Customer Experience Center](#) to make any future updates. If the name you enter or the country you select does not match the ID you present at the time of your exam, you will not be allowed to take the exam.

The screenshot shows a form with four main input fields, each with a red box and an arrow pointing to a red annotation:

- Government Issued ID First/Given Name ***: Annotated with "证件姓名(请使用拼音字母, 例如姓名是“林小明”, 则此处应填写“Xiaoming”)"
- Government Issued ID Middle Name**: An empty field.
- Government Issued ID Family Name/Surname ***: Annotated with "证件姓名(请使用拼音字母, 例如姓名是“林小明”, 则此处应填写“Lin”)"
- Country of Residence ***: A dropdown menu with "China" selected. Annotated with "中国大陆境内考生请选择“China”"

Below the fields, there is a text prompt: "Please click Next to proceed." and three buttons: "Cancel", "Previous Step", and "Next". A red arrow points to the "Next" button with the annotation: "确认填写信息无误之后, 请点击“Next”进行下一步"

06

请按照要求并使用英文（或拼音）填写您的（家庭或公司）地址，街道（Street）地址不需要过于详细，小区名称及个人家庭住址门牌号可以不填写，但是请务必填写正确的邮政编码。填写之后，点击“Next”。

The screenshot shows a form with five input fields, each with a red box and an arrow pointing to a red annotation:

- *Home Street**: Annotated with "街道(Street)地址不需要过于详细, 小区名称及个人家庭住址门牌号可以不填写, 但是请务必填写正确的邮政编码。"
- *Home City**: Annotated with "城市(City)地址不需要过于详细, 但是请务必填写正确的邮政编码。"
- *Home Country/Region Code**: Annotated with "国家/地区(Country/Region)代码, 请务必填写正确的邮政编码。"
- *Home State/Province Code**: Annotated with "省/州/市(State/Province)代码, 请务必填写正确的邮政编码。"
- *Home Zip/Postal Code**: Annotated with "邮政编码(Zip/Postal Code), 请务必填写正确的邮政编码。"

At the bottom, there are two radio buttons: "Preferred Billing" and "Preferred Mailing".

07

请在此处点击“Use selected address”，然后点击“Next”进行下一步。

REGISTER

Confirm Your Home Address

We couldn't find the exact address. Keep the address you entered or go back and try another one.

Use address you entered:

☐ [Redacted] North Street,
Dongcheng District,
Beijing, Beijing, China, 100027

If you choose to keep the address you entered, you may be responsible for undeliverable mail and respective charges.

Use selected address

Go back and try another address

Confirm Your Business Address

We couldn't find the exact address. Keep the address you entered or go back and try another one.

Use address you entered:

☐ [Redacted] North Street,
Dongcheng District,
Beijing, Beijing, China, 100027

If you choose to keep the address you entered, you may be responsible for undeliverable mail and respective charges.

Use selected address

Go back and try another address

Next

08

确认已选择使用的地址信息之后，点击“Next”进行下一步。

Your Home Address

Here's the address that you have previously validated and saved:

██████████ North
Street, Dongcheng District,
██████████ Beijing, Beijing, China, 100027

Go back and try another address

Your Business Address

You have not validated and saved an address. Click the link below to go back and add an address.

If you do not enter a business address, it will default to your home address for invoicing purposes.

Go back and try another address

Next

09

进入考试偏好选择的界面，请勾选下面截图中的阅读条款选项（请注意：受限于跨境互联网连通性问题，目前中国大陆地区的考生无法进行远程考试）。

Exam Preferences

Remote Proctoring

If you want to take advantage of online remote proctoring, your system must meet all [requirements](#) prior to completing the registration process. Run a [compatibility check](#) with our exam administrator (PSI).

Additionally, please run a [diagnostic check](#) to confirm sufficient bandwidth and connectivity to the remote proctoring video server. For the best exam experience, we recommend using the latest version of the [Chrome Browser](#).

☒ My system passes the compatibility check/I plan to take my exam at a test center *

请阅读条款及须知后保持此处勾选状态

若非需要协助的残障人士，请不要勾选“I have a disability which requires special accommodations during the exam”。另外，若您不希望把您的信息共享给所在地区的ISACA分会，此处可以不做勾选，然后点击“Next”进行下一步。

Testing Accommodations by Special Request

If you have a disability requiring certain testing accommodations, such as extended testing time, special exam presentation, or having food and drink during the exam, you can request special accommodations. **Please note, remote proctored exams are open to all candidates and do not require any special request.**

By checking the box below, you will be sent special instructions on how to schedule your exam. You will need to submit the [Special Accommodations Request Form](#). ISACA will need to approve your request and provide further instructions to scheduling your exam.

☐ I have a disability which requires special accommodations during the exam.

I understand that by checking the box I cannot schedule my exam until I submit the Special Accommodations Request Form and ISACA approves the request.

Local Chapter Release (Not Applicable to CMMI Exams)

Chapters may use this information for promoting chapter sponsored activities, including exam study courses.

☐ I authorize the release of my contact info to my local ISACA chapter

Please click Next to proceed.

Cancel

Previous Step

Next



10

如果您不是“CISA Associate program”的参与者请忽略此处信息填写，直接点击“Continue”进行下一步。

REGISTER

Purchase Validation

请忽略填写，直接点击此处进行下一步

ISACA CISA Associate Referral

For students participating in the CISA Associate program, please enter the referral code provided to you.

All other CISA candidates please leave blank and select continue.

Continue



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直接点击“Check Out”进行下一步。

REGISTER

Purchase Membership

Save on this purchase by becoming an ISACA member. (Not applicable for CMMI exam registrants)

Join as a Member

Checkout

12

确认右侧“item”显示应付金额为“0”之后，点击“Continue”进入下一步。

The below addresses are what is stored in your address book and contact record. While the addresses are read only on this page, you have the ability to update these addresses in checkout and will then be brought back to this page for review. Please review your addresses for accuracy before proceeding with your transaction.

Your home address may appear as your business address if you have recently completed the membership join process or exam registration and DID NOT provide a business address. Again, you can update your addresses in checkout and will then be brought back to this page for review.

Home Address

██████████
██████████
██████████

Business Address

██████████
██████████
██████████

Order Summary

Items (1): 0

Total Calculated at Checkout

Refund Policy

If the purchase is to be used or consumed in carrying out the operations of an exempt entity or purchased for resale, validation of tax exemption is required prior to placing an order. Please contact the Tax Department at tax@isaca.org to validate tax exemption.

Continue

By clicking the Continue button and completing this transaction, you are agreeing to the [terms of use](#).

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再次核对姓名拼写并按照截图中的格式样例（在您的个人常用手机号前面加上“+86”）正确填写您的联系电话，确认无误之后，请点击“Proceed to Billing”。

Shipping/Tax Address

*First/Given Name

██████████

*Family Name/Surname

██████████

*Phone

Shipping contact's phone number...

手机号填写格式样例：+8618519911999

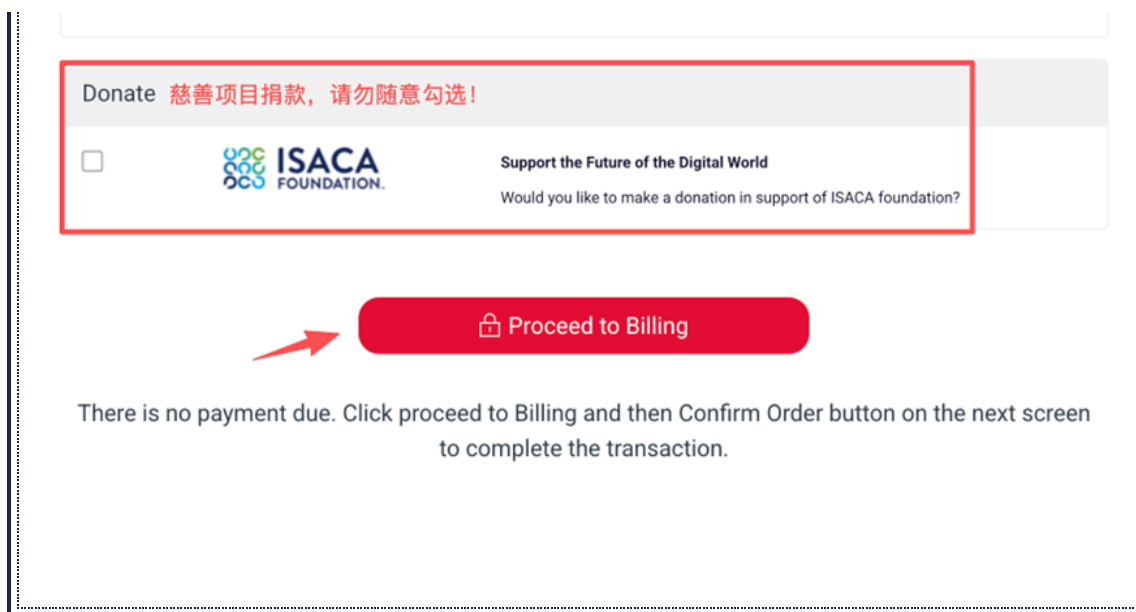
☒ Home Address ██████████ Beijing,Beijing,100027,China Edit

☐ Business Address ██████████ Beijing,Beijing,100027,China Edit

Billing Address

☒ Home Address ██████████ Beijing,Beijing,100027,China Edit

☐ Business Address ██████████ Beijing,Beijing,100027,China Edit



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核对您的姓名和地址信息，如有问题请返回信息填报页面进行修改，若确认无误，请点击“Confirm Order”。

1. Tax Address

 请再次核对姓名及地址信息

2. Choose a Payment Method

There is no payment due. Click the button below to complete your order.

[Confirm Order](#)

[Having trouble? Contact Support](#)

Order Summary

Items (1): 0

Due at Checkout: 0

Shopping Cart

 CISA Exam Registration 0

Quantity: 1

List Price \$760.00

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显示付款成功界面（如下图）之后，即可在ISACA全球官网首页个人账号图标下拉菜单中点击进入“Certifications + CPE”界面预约您的考试。



Payment Successful

Your payment of **\$0.00** was successfully completed.

Put your message here for Exam Instruction

[View Receipt](#)

特别提醒

请注意，分配到您账号的考试券应在有效期内完成兑换（具体有效期可查看邮件或登录ISACA全球官网，在个人账号图标下拉菜单 Redeemable Products 页面进行查看），兑换完成后有效期为6个月，请您合理安排考试计划，务必在有效期内预约并参加考试，以免资格失效，造成损失。