

CIRO Programme

Certified Investor Relations Officer

About the Programme

The Certified Investor Relations Officer (CIRO) programme, delivered by the Middle East Investor Relations Association (MEIRA) in partnership with the UK IR Society, is an internationally recognised qualification in Investor Relations.

The Certificate in Investor Relations is regarded as a valuable benchmark for those already in the profession and an essential prerequisite for those seeking to work in the Investor Relations (IR) sector. With over 1,700 successful candidates from more than 25 countries, the Certificate in IR is firmly established as a leading IR qualification worldwide.

The CIRO Programme consists of a self-study guide followed by 1-hour paper based exam. Once you pass the exam, you will receive a certificate issued by MEIRA and the UK IR Society and recognised by Tadawul, The Financial Academy and the Saudi Capital Market Authority.

A revision course is also available to address any CIRO contents that present candidates with difficulties.



40 hours
self-study guide



1-hour multiple
choice exam



Optional
revision course



International
certificate in IR

What will you learn?

Introduction to Investor Relations

- The IR function
- The key roles of the IRO
- Internal and external audiences
- IR best practice

Financial Markets

- Global financial markets
- The major financial centres
- Investment styles of equity investors
- Debt investors and credit rating agencies
- ESG investing

Corporate entities and corporate governance

- Type, formation and legal operation of a company
- Principles of corporate governance

Market conduct

- Principles for the regulatory environment under which listed companies globally operate

Reporting

- Periodic statutory reporting requirements
- Non-financial disclosures

Accounting, valuation and investment principles

- Key accounting and valuation concepts

Effective IR in practice

- Practical tips for real world IR

Appendix

- Saudi regulatory environment

The study guide and exam are only available in English

Price

The cost of the CIRO Programme certification is **SAR 2,995** (*tax is not included*) and it includes the study materials, one exam sitting and the certificate.

There is an optional revision course.

Who should attend?

Investor Relation Officers working in Saudi-listed companies.

Candidates interested in a career related to Investor Relations.

How do I register?

To register, [click here](#) and complete the online form. The registration team will follow up with you to confirm your details and further steps.

Contact us:

Middle East Investor Relations Association
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CIRO Programme

Introductory Guide

We are very happy to know that you are interested in the Certified Investor Relations Officer (CIRO) Programme, which is delivered by the Middle East Investor Relations Association (MEIRA), in partnership with the UK IR Society.

In order to successfully complete the programme, please read this guide carefully.

Registration

In order to register for the course, you should have completed the [online registration form](#). If you are registering other delegates, don't forget to mention the name and email address of each delegate.

You will shortly receive an invoice and once the payment is settled, you will receive the electronic materials.

Course materials

Study materials include:



Study guide

The study guide provides a comprehensive overview of the main subject areas that candidates will need to know in order to pass the examination. The study guide summarises the required knowledge for each section.

The exam will include questions from all those areas.



Mock exam credentials

The mock exam is available for the delegates to test their knowledge. This can be done as many times as you wish. You will receive your unique username and password.

How to prepare for the exam

To successfully complete the CIRO programme, we recommend:



**40 hours
self-study**

Read the study guide carefully. Based on our experience, a total of **40 hours** are required to study the contents provided. All the sections are equally important and the exam will include questions from all of them.



**Practice with
the mock exam**

You can practise **multiple times** and it is good to use it since the beginning to support your studying efforts.



**Optional
revision course**

You can also register for one of the **revision courses** to address any CIRO contents that present difficulties. The course will be delivered by an experienced CIRO trainer.

The exam

The Exam takes **1 hour** and consists of **60 multiple choice questions**. A passing score corresponds to a minimal acceptable level of **65%**.

With your registration fee, you are entitled to 1 exam sitting and you should contact The Financial Academy in order to book your exam.

You will receive an email with your score within 1 week from the date you took it.

The certificate



**International
certificate in IR**

After successfully passing your exam, you will receive a certificate issued by MEIRA and the UK IR Society and recognised by Tadawul, The Financial Academy and the Saudi Capital Market Authority.

The certificate is permanent and if required, employers can contact MEIRA to verify your credentials.