<https://syta.org/our-community/professional-development/cstp/>

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| **Eligibility Requirements for Initial Certification** |
| Cost: Initial Certification: $595 (includes application fee and education fees). Additional fees for attending events and completing courses outside of SYTA’s offerings will be additional.**~~$50 registration fee due at time of application with balance due within one year.~~** |
| Applicant can go back five years to use completed courses ~~towards~~ certification |
| All requirements must be completed prior to submitting graduation request |
| Applicant must be currently employed within the tourism and hospitality industry OR have been employed within the industry within the past 12 months of application. |
| Applicant must have at least 18 months experience in hospitality and/or tourism OR hold an AA/BA in hospitality and/or tourism |
| Applicant must sign a certification code of conduct as part of the application |
| **Professional Development Requirements – Initial Certification** |
| A total of 65 credits are required by any combination of the following: |
| * SYTA Events (maximum 30 credits total can go toward total credits needed)   + Annual Conference (10 credits each)     - For attending the full conference, you will earn ten credits   + Summit (10 credits each)     - For attending the full Summit, you will earn ten credits |
| * Volunteer (maximum of 5 volunteer hours can go toward total credits needed)   + Minimum of two different types of volunteer commitments   + At least one volunteer commitment must be SYTA related     - You will earn .5 credits for every 2 hours worked and 2 credits for every year served on a committee     - Examples:       * Serving on a SYTA committee, SYTA board or SYF board       * Volunteer a minimum of three hours during Conference and/or Summit       * Other community/industry opportunities (must complete a volunteer request approval form) |
| * Education Hours (no maximum of allowed hours)   + Education will be offered through SYTA or you may find courses through another approved provider   + Education hours vary depending on class   + Approved classes will be based on core requirements   + If courses are completed outside of SYTA’s offerings, a Course Approval Request form must be submitted |
| Cumulative Assessment   * Written Essay   + The written essay is the final assessment to earn CSTP (does not count towards credits needed)   + Essay must be a minimum of 500 words on any subject that shows the impact on the personal & professional growth for the applicant through this certification process.   + Must be turned in to the Center no later than May 31 of graduation year in order to graduate at conference of that year   + May be turned in at same time as Graduation Request Form |

Once requirements have been completed, submit a graduation request form to [center@syta.org](mailto:center@syta.org). Graduation requests must be received by the Center no later than May 31 of graduation year to graduate at Annual Conference of that year.

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| **Eligibility Requirements for Renewal of Certification** |
| Cost: Renewal Certification: $295 (includes application fee and education fees). Additional fees for attending events and completing courses outside of SYTA’s offerings will be additional. **~~$50 registration fee due at time of application with balance due within one year.~~** |
| Renewal is required every three years after initial certification |
| All credits for renewal must be earned after initial certification was achieved |
| All requirements must be completed prior to submitting Renewal Request |
| Applicant must be currently employed in the tourism/hospitality industry OR have been employed within the industry within the past 12 months. |
| Applicant must sign a certification code of conduct as part of the renewal application |
| **Professional Development Requirements – Renewal Certification** |
| A total of 25 credits are required by any combination of the following: |
| * SYTA Event (maximum 10 credits total can go toward total credits needed)   + Annual Conference (10 credits)     - For attending the full conference, you will earn ten credits   + Summit (10 credits)     - For attending the full Summit, you will earn ten credits |
| * Volunteer (maximum of 5 volunteer hours can go toward total credits needed)   + Minimum of two different types of volunteer commitments   + At least one volunteer commitment must be SYTA related     - You will earn .5 credits for every 2 hours worked and 2 credits for every year served on a committee     - Examples:       * Serving on a SYTA committee, SYTA board or a SYF board       * Volunteer a minimum of three hours during Conference and/or Summit       * Other community/industry opportunities (must complete a volunteer request approval form) |
| * Education Hours (no maximum of allowed hours)   + Education will be offered through SYTA or you may find courses through another approved provider   + Education hours vary depending on class   + Approved classes will be based on core requirements   + If courses are completed outside of SYTA’s offerings, a Course Approval Request form must be submitted |

Once requirements have been completed, submit a Renewal Request Form to [center@syta.org](mailto:center@syta.org). Renewal Requests can be submitted anytime throughout the year but must be received by the Center by May 31 to be recognized during SYTA’s Annual Conference of that year.