

Certified Student Travel Professional Professional Development Requirements for Initial Certification

ELIGIBILITY REQUIREMENTS FOR INITIAL CERTIFICATION
<p>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.</p>
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:
<p>SYTA Events (Maximum 30 credits)</p> <ul style="list-style-type: none"> • Annual Conference (10 credits each) • Summit (10 credits each)
<p>Volunteer (Maximum of 5 volunteer hours)</p> <ul style="list-style-type: none"> • Minimum of two different types of volunteer commitments • At least one volunteer commitment must be SYTA related <ul style="list-style-type: none"> ○ You will earn .5 credits for every 2 hours worked and 2 credits for every year served on a committee ○ Examples: <ul style="list-style-type: none"> ▪ 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)
<p>Education Hours (no maximum of allowed hours)</p> <ul style="list-style-type: none"> • 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, please include: <ul style="list-style-type: none"> ○ a course syllabus or course description ○ either proof of passing grade of final assessment or write a summary of your learning during this course ○ Proof of attendance
<p>Written Essay</p> <ul style="list-style-type: none"> • 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



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Please record your progress and collect any necessary documentation to earn your certification as a Certified Student Travel Professional. For more information, please contact the Center at center@syta.org.

Name _____

(Please list your name as you would like it printed on your CSTP materials)

Company Name _____

Phone _____ Email _____

A TOTAL OF 65 CREDITS ARE REQUIRED BY ANY COMBINATION OF THE FOLLOWING:	Enter Credits Earned
SYTA Events <i>(Maximum of 30 Credits)</i>	Total Earned: _____
1.	
2.	
3.	
Volunteer* <i>(Maximum of 5 Volunteer Hours)</i>	Total Earned: _____
1.	
2.	
3.	
4.	
5.	
Education* <i>(No Maximum)</i>	Total Earned: _____
1.	
2.	
3.	
4.	
5.	
Written Essay <i>(Required)</i>	<input type="checkbox"/> I submitted my essay to center@syta.org

**Additional Slots available on the next page.
Ensure to submit all documentation and approval forms as required along with this form to earn credits.*

Applicant Signature: _____ Date: _____

FOR SYTA STAFF: APPROVAL NAME _____ APPROVAL DATE: _____



Certified Student Travel Professional Professional Development Requirements for Initial Certification

Please record your progress and collect any necessary documentation to earn your certification as a Certificated Student Travel Professional. For more information, please contact the Center at center@syta.org.

Name _____
(Please list your name as you would like it printed on your CSTP materials)

A TOTAL OF 65 CREDITS ARE REQUIRED BY ANY COMBINATION OF THE FOLLOWING:	Enter Credits Earned
Volunteer <i>continued...</i> <i>(Maximum of 5 Volunteer Hours)</i>	Total Earned: _____
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
Education <i>continued...</i> <i>(No Maximum)</i>	Total Earned: _____
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

Ensure to submit all documentation and approval forms as required along with this form to earn credits.