



CSTP Standards at a Glance

This is an overview of the standards that need to be met in order to earn certification status as a Certificated Student Travel Professional. For more information, please contact the Center at center@syta.org.

Eligibility Requirements for Initial Certification
Cost: Initial Certification: \$595 (includes application fee and education fees). 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 (Requirement Tracker)
Applicant must be currently employed within the tourism and hospitality industry OR have been employed within the industry within the past 12 months.
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)
<ul style="list-style-type: none"> - Annual Conference (10 credits each) <ul style="list-style-type: none"> - Summit (10 credits each)
<ul style="list-style-type: none"> - Volunteer (maximum of 5 volunteer hours) <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 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)
<ul style="list-style-type: none"> - Education Hours (no maximum of allowed hours) <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"> o a course syllabus or course description o either proof of passing grade of final assessment or write a summary of your learning during this course - Proof of attendance
Cumulative Assessment
<ul style="list-style-type: none"> - Written Essay <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

Once requirements have been completed, submit a graduation request form to center@syta.org. Graduation requests must be received by the Center no later than May 31 of graduation year in order to graduate at Annual Conference of that year. For example, if you plan on completing all requirements in spring of 2022, all requirements must be completed and graduation request submitted no later than May 31, 2022 and graduation will happen at Annual Conference in August 2022.

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 (Requirement Tracker)
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 Events (Maximum 10 credits) <ul style="list-style-type: none"> - Annual Conference (10 credits) <ul style="list-style-type: none"> - Summit (10 credits)
<ul style="list-style-type: none"> - Volunteer (maximum of 5 volunteer hours) <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 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)
<ul style="list-style-type: none"> - Education Hours (no maximum of allowed hours) <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

Once requirements have been completed, submit a Renewal Request Form to center@syta.org. Renewal Requests can be submitted anytime throughout the year. During Annual Conference each year, SYTA will recognize those that have renewed their CSTP during that year.