

# Institute for Tourism Professionals

Website: [www.tourism.org.ng](http://www.tourism.org.ng)  
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Central Administration Office,  
6 Borno Street Garki Area 10  
FCT, Abuja.  
Tel: 0812 422 5232, 09086712979.

## *Setting the Standards for Excellence in Tourism Education and Practice*

ITP is the professional voice for hospitality, travel and tourism in Nigeria, representing members working in the public, private and non-profit sectors. It ensures the highest standards of professional competence in its members. ITP sets professional standards and provides professional development opportunities through qualifications, training courses and events.

**Statutory Registration in Nigeria:-** The Institute was established under section 26 of CAMA 1990, CAP C 20 of Laws of Federation of Nigeria 2004, as **a Higher Vocational and Tertiary Level Professional Institute** to meet the changing manpower needs of Tourism and Allied Occupations.

The Institute is the premier awarding body in Nigeria, established to provide education and membership structure aimed at guaranteeing excellent standards of service within Hospitality, Travel, Tourism, and associated Industries.

**The Federal Executive Council (FEC)** at its meeting of Wednesday April 10, 2013 approved a Six-Level National Vocational Qualification Framework (NVQF) for the country. The framework as approved by the FEC, recognises Vocational and Technical Qualifications Structure within the National Educational System/Standards, and places same in the scheme of service.

The Governing Board of National Board for Technical Education at its 76<sup>th</sup> regular meeting approved the Institute for Tourism Professionals (ITP) as an awarding body for the Hospitality, Travel and Tourism Sector in Nigeria.

By this recognition, the Institute is mandated as the Awarding Body for the Industry

- 1. To develop and administer accredited qualifications,**
- 2. Approve and monitor training Institutions/education providers,**
- 3. Award certificates for all levels from entry to professional level, and**
- 4. Provide continuous professional development (CPD) for every cadre of staff.**

The six-level system of qualifications at different levels of skills, autonomy and responsibility, corresponds to levels of employment in the Nigerian labour market, beginning with Level 1, which describes the entry level worker, through to Level 6 which describes the professional worker.

**Institute for Tourism Professionals**

**The Premier Awarding Body in Nigeria for the Hospitality and Tourism Industry.**

[www.tourism.org.ng](http://www.tourism.org.ng)

## Membership Structure



*ITP Membership designations are symbols of excellence and leadership in the Tourism industry and allied Occupations*

## Grades of Membership

In considering an application for membership, ITP Council will evaluate the Applicant's recognised qualification(s) and/or employment experience. There are six grades of membership, together with the honorary award of Fellow, for which an individual may not apply. The following table is intended only to provide a guide to the employment experience required to attain a level of membership.

Grade	Designatory Letters	Basic Definition of Grade
Student	(none)	One who is studying for an ITP qualification but who, ordinarily, may or may not have employment experience within the Industry
Affiliate	(none)	One who is employed within the, but whose employment experience is not, as yet, sufficient for admission to Licentiate or higher status within the Institute.
Licentiate	LITP	One who is employed and who has a minimum of 2 years' approved experience* within the industry.
Associate	AITP	One who is employed and who has a minimum of 4 years' approved experience* in the Tourism Industry.
Member	MITP	One who is employed and who has a minimum of 8 years' approved experience in the Tourism Industry.
Fellow	FITP	Awarded selectively by ITP's Council to one who has made a significant contribution to the Institute or to the Tourism Industry in general.

\* This figure may be reduced, depending on any relevant qualification(s) held by the individual. However, regardless of qualification(s) held, an application for Associate Membership will be subject to an absolute minimum entry requirement of 2 years' approved employment experience. An application for Full Membership will be subject to an absolute minimum entry requirement of 5 years; approved employment experience.



### INSTITUTE FOR TOURISM PROFESSIONALS

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2 Passport sized  
Photograph

#### APPLICATION FOR STUDENT MEMBERSHIP (All information will be treated by Council as strictly confidential)

1. I hereby apply for admission to the Institute for Tourism Professionals as a student

Member

Affiliate

Associate

Student Member

Licentiate

2. Name (Please write legibly and in full)

Surname .....

Other Name(s) .....

3 **PERSONAL DATA:** Date of Birth .....

Sex  Male  Female.

4 **Place**  
Of Study .....

Telephone ..... E-mail address .....

**Website** .....

5 Home Address .....



.....  
Preferred address for correspondence  Home or  Place of study

Telephone (Mobiles):

E-mail address:

**(Mandatory)**

**7. ACADEMIC QUALIFICATION :( s) Equivalent**

Awarding Institution .....

.....

Date awarded .....

Awarding Institution .....

.....

Date awarded .....

**Other Training, Seminars, and Workshops attended with dates:**

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**10. MEMBERSHIP OF PROFESSIONAL BODY (IES): (Give details of other professional bodies to which you belong (If any). State grade of Membership and the date of admitted)**

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**11. NAME, ADDRESS, E-MAIL ADRESS AND PHONE NUMERS OF REFEREE:**



Name .....

Address .....

Phone number .....

Email address.....

12. **OTHER RELEVANT INFORMATION**

13 **Student Registration fee (one off) 5,000 (five thousand naira only)**

14. **AMOUNT ENCLOSED** (bank draft, bank certified cheque) **OR PAID**

**Teller number, Branch and date .....**

**Bank Transfers to UBA Plc**

**Account Name: - Institute for Tourism Professionals.**

**Account Number: - 1015778586**

**Sort-Code: - 033150095**



<b>Student:</b> - N5, 000 (Ten thousand Naira) p.a.
<b>Affiliate:</b> - N15, 000 (Fifteen thousand Naira) p.a.
<b>Licentiate:</b> - N20, 000 (Twenty thousand Naira) p.a.
<b>Associate:</b> - N25, 000 (Twenty five thousand Naira) p.a.
<b>Member:</b> - N30, 000 (Thirty thousand Naira) p.a.
<b>Fellow:</b> - N40, 000 (Forty thousand Naira) p.a.

14. **DECLARATON:** I hereby declare that the information given above is true to the best Of my knowledge.

.....  
**Signature of Applicant**

.....  
**Date**

**Note:**

Completed application form should be sent directly together with the appropriate registration fee and evidence of payment by email or post to:- **Membership Secretary, Institute for Tourism Professionals, Central Administration Office, 6 Borno Street Garki Area 10 FCT, Abuja. Tel: 0812 422 5232, 09086712979.**  
 Website: [www.tourism.org.ng](http://www.tourism.org.ng) Email: [tourismpro@hotmail.co.uk](mailto:tourismpro@hotmail.co.uk)

Every application will be considered on its merit, with Council exercising absolute discretion as to whether an applicant should be admitted and to what grade.

