

# CERTIFIED INSTITUTE OF HOSPITALITY, TOURISM, TRAVEL, MANAGEMENT AND RESEARCH DEVELOPMENT OF NIGERIA

Website: [www.mihttmrdn.org.ng](http://www.mihttmrdn.org.ng)

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Nat. Pres. D/Ls 08035749120



Central Administration Office

14 Drive 1, Close 1, Prince and  
Princess Estate, By Kaura  
Market, Gudu, Abuja FCT.

Tel: 02092929306, 09038757796.

*Uniting Professionals! Promoting Excellence!! Facilitating Learning !!!.*

CIHTTMRDN is the professional voice for hospitality, travel, travel, 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. CIHTTMRDN 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, Travel and Allied Occupations.

The Institute is the premier Professional 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 Governing Board of National Board for Technical Education has approved the Institute 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, train and administer professional qualifications.**
- 2. Approve and deliver training 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.

## Benefits of Membership.

By becoming a Member of MIHTTMRDN, you will be able to:

- Contribute to the variety of human capital development programmes organised by the Institute.
- Participate in international tourism and hospitality conferences, exhibitions, workshops, symposium, seminars and consultancy projects.
- Support and benefit from the extensive national and international collaborations, partnership arrangements and privileges arising out of our membership and affiliation with international organisations.
- Network with other professionals, face to face and online.
- Contribute to policy debates and national issues which enable your voice to be heard.
- Through articulation and reciprocal relationships, we have with other national institutions, and international organisations benefit from the services, privileges and projects of these organisations.
- Be part of a local chapter
- Hold a professional membership grade
- Attend free member events throughout the year
- Have access to web resources, and Online event opportunities
- Membership directory listing
- Receive membership newsletter
- Email alerts about events and contract opportunities
- Discounts on various services
- Support and Overseas opportunities
- Become Member of the Tourism Consultants Network.
- A membership certificate, and card

### CERTIFIED INSTITUTE OF HOSPITALITY, TOURISM, TRAVELS, MANAGEMENT AND RESEARCH DEVELOPMENT OF NIGERIA

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

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## MEMBERSHIP STRUCTURE:



**CIHTTMRDN Membership designations**  
serve as symbols of *excellence & leadership*  
in the *Tourism, Travel Industry* and Allied Occupations

### Grades of Membership

In considering an application for membership, CIHTTMRDN 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 CIHTTMRDN qualification but who, ordinarily, may or may not have employment experience within the Industry
Graduate	GCIHTTMRDN	One who is a fresh graduate.
Licentiate	LCIHTTMRDN	One who is employed and who has a minimum of 2 years' approved experience* within the industry.
Associate	ACIHTTMRDN	One who is employed and who has a minimum of 4 years' approved experience* in the Tourism, Travel Industry.
Member	MCIHTTMRDN	One who is employed and who has a minimum of 8 years' approved experience in the Tourism Industry.
Fellow	FCIHTTMRDN	Awarded selectively by CIHTTMRDN's Council to one who has made a significant contribution to the Institute or to the Tourism, Travel 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.



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2 Passport sized Photograph
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### APPLICATION FOR MEMBERSHIP

(All information will be treated by Council as strictly confidential)

1. I hereby apply for admission/upgrading to the Certified Institute of Hospitality, Tourism, Travels, Management and Research Development of Nigeria as

Fellow

Graduate

Member

Doctorate Fellow

Associate

Corporate Member

2. Name (Please write legibly and in full)

Surname: .....

Other Name(s): .....

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

Sex: Male  Female

4. **ADDRESS**

Business .....

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

**Website** .....



5 Home Address .....

Preferred address for correspondence  Home or  Business

Telephone (Mobiles): \_\_\_\_\_ E-mail address: \_\_\_\_\_

(Mandatory)

6. ACADEMIC QUALIFICATION:( s) Equivalent (State class of Degree and Major Field of Study of Specialisation)

Awarding Institution .....

Date awarded .....

Awarding Institution .....

Date awarded .....

Diploma, Certificate, etc (State nature of qualification, date of qualification and name of College or Institution)

Awarding Institution .....

Date awarded .....

Awarding Institution .....

Date awarded .....



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

.....  
 .....  
 .....

**7. PROFESSIONAL COURSES: For applicants seeking student membership  
 COURSE (State course of study):**

.....

**Name and address of Institution** .....

.....

Date Commenced ..... Probable of completion ..... Full-  
 Time or Part-Time .....

**8. EMPLOYMENT EXPERIENCE: (List present employer first)**

Company (Organisation) Name and address	Date				Position
	From		To		
	MTH	YR	MTH	YR	
1					
2					
3					



*The Premier Professional Body for the Hospitality, Travel and Tourism Industry in Nigeria. Established under section 26 of CAMA 2020, CAP C 20 of Laws of Federation of Nigeria 2004, Registration Number: 1438005*

9. **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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.....  
.....

10. **NAME, ADDRESS, E-MAIL ADDRESS AND PHONE NUMBERS OF TWO REFEREES:**

Name .....

Address .....

.....

Phone number .....

Email address.....

**Name** .....

**Address** .....

.....

**Phone number** .....

**Email address**.....

11. **OTHER RELEVANT INFORMATION**

.....

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

.....

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

**Account Name: - Mona Institute of Hospitality Management**

**Bank Transfers to UBA Plc**

**Account Number: -**



**Sort-Code: - 033150095**

<b>Student: -</b> N20, 000 (Twenty thousand Naira). Annual Subscription N5,000
<b>Graduate: -</b> N70, 000 (Seventy thousand Naira) Annual Subscription N25,000
<b>Associate: -</b> N135, 000 (One hundred and thirty five thousand Naira) Annual Subscription N35,000
<b>Member: -</b> N160, 000 (One hundred and sixty thousand Naira) Annual Subscription N38,000
<b>Fellow: -</b> N185, 000 (One hundred and eighty five thousand Naira) Annual Subscription N40,000
<b>Doctorate Fellow: -</b> N300, 000 (Three hundred thousand Naira) Annual Subscription N45,000
<b>Corporate Member:-</b> N400,000 (Four hundred thousand naira only).

13. **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, Certified Institute of Hospitality, Tourism, Travel, Management and Research Development of Nigeria**

**Center of Excellence Office, 14 Drive 1, Close 1, Prince and Princess Estate, By Kaura Market, Gudu, Abuja**

**Tel: 02092929306, 09038757796**

**Annex Office: Plot 66g Ahmadu Bello Way, Suite D12, Melita Plaza, Opposite Gimbia Street, Area 11 Garki Abuja FCT**

**Tel: 02092929183, 09039649303**

**Website: www.mihttmrdn.org.ng Email: info@mihttmrdn.org.ng**

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.



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