

CITI Training Program

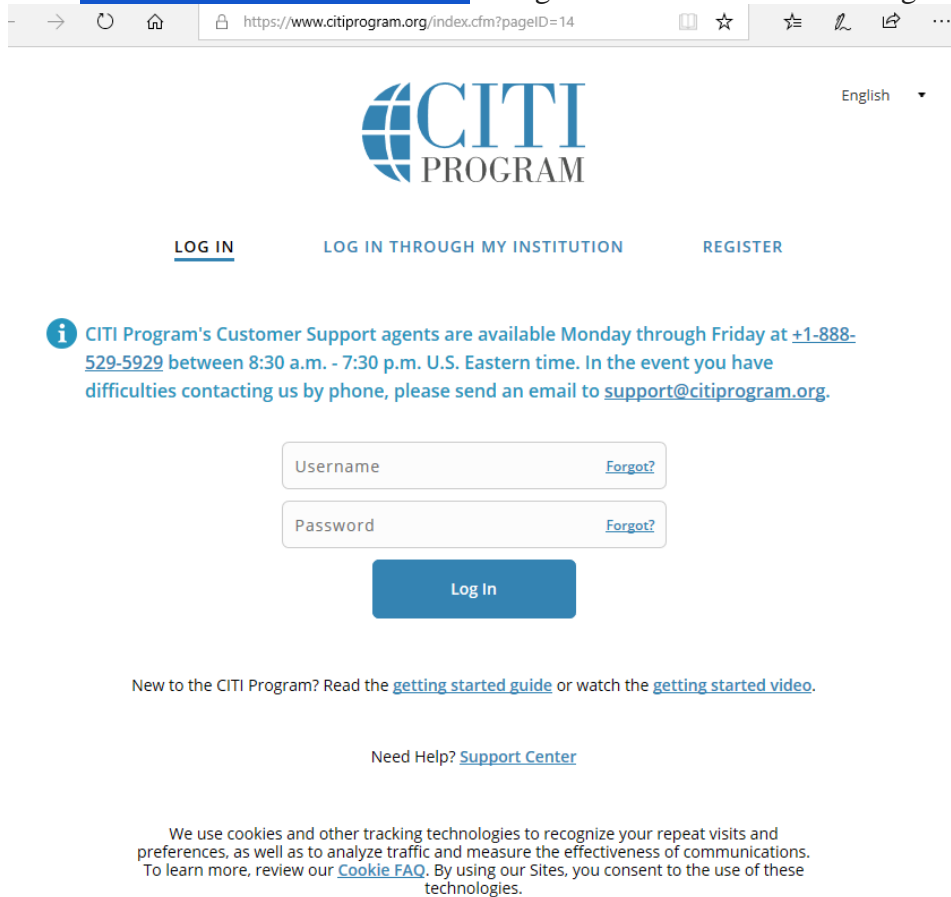
The following is a summary of instructions for accessing CITI Training Program modules:

What Is CITI?

CITI (Collaborative Institutional Training Initiative) is a subscription, web-based approved training program, widely used by a host of institutions, small, medium and large. It is required for faculty, post docs, grad students, undergrads and anyone else conducting research at Morgan State University. It is also required for anyone receiving compensation under NSF or NIH sponsored awards. It provides training modules for the protection of human research participants (IRB), responsible conduct of research (RCR), HIPAA, as well as responsible use and care of animals in research (IACUC), Export Control/ITAR; etc.

How does one gain access to CITI Training Modules?

1. Go to <http://www.citiprogram.org/> to register for CITI online training.



The screenshot shows the CITI Program website's login page. At the top, there is a browser address bar with the URL <https://www.citiprogram.org/index.cfm?pageID=14>. Below the address bar is the CITI PROGRAM logo, with the word "CITI" in a large blue font and "PROGRAM" in a smaller blue font below it. To the right of the logo is a language dropdown menu set to "English". Below the logo are three navigation links: "LOG IN" (underlined), "LOG IN THROUGH MY INSTITUTION", and "REGISTER". A blue information icon is followed by a message: "CITI Program's Customer Support agents are available Monday through Friday at +1-888-529-5929 between 8:30 a.m. - 7:30 p.m. U.S. Eastern time. In the event you have difficulties contacting us by phone, please send an email to support@citiprogram.org." Below this message are two input fields: "Username" and "Password", each with a "Forgot?" link to its right. A blue "Log In" button is centered below the input fields. At the bottom of the page, there is a link to a "getting started guide" and a "getting started video". Below that is a link to a "Support Center". At the very bottom, there is a cookie notice: "We use cookies and other tracking technologies to recognize your repeat visits and preferences, as well as to analyze traffic and measure the effectiveness of communications. To learn more, review our [Cookie FAQ](#). By using our Sites, you consent to the use of these technologies."

2. Once there, simply click on "**Register/Login**".

The screenshot shows the CITI Program registration interface. At the top, there are links for "LOG IN", "LOG IN THROUGH MY INSTITUTION", and "REGISTER". A red box with the number "2" and an arrow points to the "REGISTER" link. Below this is a customer support notice. The main section is titled "CITI - Learner Registration" and shows a progress bar with steps 1 through 7. Step 1 is selected. The "Select Your Organization Affiliation" section contains a text input field with "Morgan State University" entered. A red box with the number "3" and an arrow points to this input field. Below the input field are two checkboxes: "I AGREE to the Terms of Service and Privacy Policy for accessing CITI Program materials." and "I affirm that I am an affiliate of Morgan State University." A red box with the number "4" and an arrow points to the first checkbox. A second red box with the number "5" and an arrow points to the second checkbox. Below these is a blue button labeled "Continue To Create Your CITI Program Username/Password". At the bottom of the page, there is a link for "New to the CITI Program? Read the getting started guide or watch the getting started video." A red box with the number "6" and an arrow points to this link.

3. In the box under "Select Your Organization Affiliation" you should type in **Morgan State University**
4. Next, Check the boxes: "**Agree to Terms...**" and "**Affirm Affiliation ...**"
5. Continue to "**CREATE Your CITI Program Username/Password**".
6. The Video "**Getting Started**" will also help you with the steps to register with CITI for the first time. After going through the registration process, you should be ready and set up as a CITI Learner under MSU setup requirements!