How to Register with CITI and Create a CITI Training for Social and Behavioral Science Research involving Human Subjects

A. Go to https://www.citiprogram.org/

B. Create an Account

Step 1. Choose “University of Wisconsin-River Falls” and agree to the terms of service.

Steps 3 & 4. Complete as directed. Make sure to record your username and password for later use.

Step 5. Make selections as you desire.

Step 6. Complete as directed.
Step 7. Under **Question 3**, choose the following

Then select scroll to the bottom of the page and select **Complete Registration**

(Note: You are only providing a response to **Question 3**. All other questions should be skipped.)

C. Click on the course name to get started.
D. You will see a list of the 10 required modules. Your research or role may require supplemental modules. Alternatively, you may choose to add supplemental modules of interest. Only the required modules will need to be completed in order to receive a completion report. Allow 2-4 hours to complete the 10 required SBS modules. CITI will keep track of the modules that you have completed. Before you start, **make sure that you have chosen the BASIC COURSE and not the refresher course**.

E. You can always return to the CITI main menu to work on a course, add a course, or add supplemental modules to an in-progress or completed course.
F. If you have any questions about using CITI, please contact Diane Bennett (diane.bennett@uwrf.edu) (x3195).