CITI Training for IACUC

Animal Welfare Office

January 2019
To access CITI training, go to www.citiprogram.org

Log in using an existing account

OR

New Users: Click Register to create an account
New User Registration – Organization Affiliation

Organization Affiliation: Texas A&M University must be selected as the institution in order to access the correct IACUC training course (this includes visitors as well).

NOTE: Failure to select “Texas A&M University” as the organization could result in you taking the wrong course and may even result in a fee if you register a new Institution. External participants should also select Texas A&M University as the organization.

Check the box to agree to the Terms of Service and affirm you are an affiliate of Texas A&M University, and Click the button marked “Continue to Create Your CITI Program Username/Password”
New User Registration – Personal Information

Complete the required fields.
Click the button “Continue to Step 3”

NOTE: A secondary e-mail address is highly recommended as it can often times be helpful in determining a questionable user identity.
New User Registration – Username & Password

Create your Username and Password

- *User Name
- Password
- Verify Password

Your username should consist of 4 to 50 characters. Your username is not case sensitive; "A12B34CD" is the same as "a12b34cd". Once created, your username will be part of the completion report.

Your password should consist of 8 to 50 characters. Your password is case sensitive; "A12B34CD" is not the same as "a12b34cd".

Please choose a security question and provide an answer that you will remember. NOTE: If you forget your login information, you will have to provide this answer to the security question in order to access your account.

- *Security Question
- *Security Answer

Create a Username and Password and select a security question and type a security answer.

Click on “Continue to Step 4”
New User Registration – Country of Residence

Enter your country of residence

Click on “Continue To Step 5”
Select “No” for the question relating to CE credits/units. **Note: The IACUC does not require CE units/credits. Therefore, if you select “Yes” you will be responsible for CEU purchases.**

Select one of the three options regarding participation in CITI Program research surveys.

Click on “Continue to Step 6”
New User Registration – Required Information

At a minimum, please complete the required fields.

Click “Continue to Step 7”
Selecting Curriculum – TAMU

Question 2 (CITI Lab Animal Welfare Course)

Select the box “Working with the IACUC”.

You are welcome to also select any of the additional species-specific course, but these are not required (unless otherwise specified by the IACUC)

Scroll down to Question 7
Selecting Curriculum – TAMU (cont.)

Select “Not at this time” for Question 7

(Skip Question 8)

and

Click on “Complete Registration”
Finalize Registration

Click “Finalize Registration”
Click tab “Texas A&M University Courses.

Click on “Working with the IACUC” to start the course.
Working with IACUC Modules

NOTE: you must click on and complete the integrity assurance statement before you are able to start the course.

Click on the first module to begin. All 17 required modules must be completed with a score of 80%.

Note: you are welcome to complete the supplemental modules as well, but they are not required (unless otherwise specified by the IACUC.)
Once completed, you should see the status of the course as “Passed” and the completion date.

YOU ARE DONE!