



CITI Training Registration

Individuals with a CCNY affiliated email address and current EMPLID are eligible for CITI online training courses.

https://www.citiprogram.org/index.cfm?pageID=154

The above link leads to the CITI Program registration page.



Registration should be done through <u>Select Your</u> <u>Organization Affiliation</u> and not <u>Independent Learner</u> <u>Registration</u>.

Start typing <u>City University of New York (CUNY)</u> and select it from the drop-down menu.



From here, agree to the Terms of Service and Privacy Policy and check the boxes to affirm you are affiliated with CUNY. Click <u>Create a CITI Program account</u>.



Enter your personal information. You do not need to use your CCNY/CUNY affiliated email at this point if you wish to use another address. Click **Continue to Step 3**.

Personal Information	
* indicates a required field.	
* First Name	* Last Name
John	Doe
* Email Address	* Verify email address
jdoe@ccny.cuny.edu	jdoe@ccny.cuny.edu
We urge you to provide a second em- access the first one. If you forget you address.	ail address, if you have one, in case messages are blocked or you lose the ability to r username or password, you can recover that information using either email
Secondary email address	Verify secondary email address
Continue To Step 3	

Enter a username and password, along with the answer to your selected security question. Click **Continue to Step 4**.

reate your Username and	Password
* indicates a required field.	
Your username should consist "a12b34cd". Once created, you	of 4 to 50 characters. Your username is not case sensitive; "A12B34CD" is the same as r username will be part of the completion report.
* User Name	
/our password should consist ('a12b34cd".	of 8 to 50 characters. Your password IS case sensitive: "A12B34CD" is not the same as
* Password	* Verify Password
Please choose a security questi nformation, you will have to p	on and provide an answer that you will remember. NOTE: If you forget your login rovide this answer to the security question in order to access your account.
* Security Question	•
* Security Answer	

Select your country of residence and choose whether to receive additional information from CITI about other courses. Connecting an ORCID ID is not necessary at this time. Click **Finalize Registration**.

CITI - Learner Registration - City University of New York (CUNY)
Steps: <u>1</u> <u>2</u> <u>3</u> <u>4</u>
* indicates a required field.
Would you like to connect your ORCID [®] iD to your CITI Program account?
D Connect your ORCID ID
* Country of Residence
Search for country: Enter full or partial name (e.g., "United States") OR your country's two or three character abbreviation (e.g., "US", "USA"), then pick from the list of choices provided.
United States
* May we contact you to provide information about other courses and services after you complete your CITI Program coursework?
O Yes O No
Finalize Registration

After this step, you will be asked to fill out additional identifying information, including your CCNY/CUNY email address and EMPLID. Once this is complete, you will be able to choose the courses you want to take. Choose Institutional Courses rather than Independent Learner courses when prompted. Answer the questions according to your needs. Checking any of the boxes here may prompt additional questions for specific course selections.

nis	question is required. Choose all that apply.
	Take the Responsible Conduct of Research course
	Take the Export Compliance Course.
	Take the Conflict of Interest Course
	Take the Revised Common Rule Course
	Take the Human Subjects Basic Course
	Take the Good Clinical Practice course
	Take the Working with the IACUC Course
	Take the Animal Care and Use Course
	Take the Biosafety and Biosecurity (BSS) Course
	Take the Institutional/Signatory Official Course(s)
	Take the Social & Behavioral Research Course in Spanish
	Webinars
	Not at this time.

If you want to come back to this course selection page in the future to enroll in additional training, click <u>View</u> <u>Courses</u> after logging in to CITI, scroll to the bottom of the page, and click <u>Add a Course</u> in the "Learner Tools for City University of New York (CUNY)" panel.