

# Registering for CITI Human Subjects Research Training

## Adding a Course to Your CITI account

Select an option to view the instructions:

Show me the  
Quicksheet  
Instructions

[CLICK HERE](#)

Show me the  
Full  
Instructions

[CLICK HERE](#)

# Registering for CITI Human Subjects Research Training

## Add a Course Quicksheet

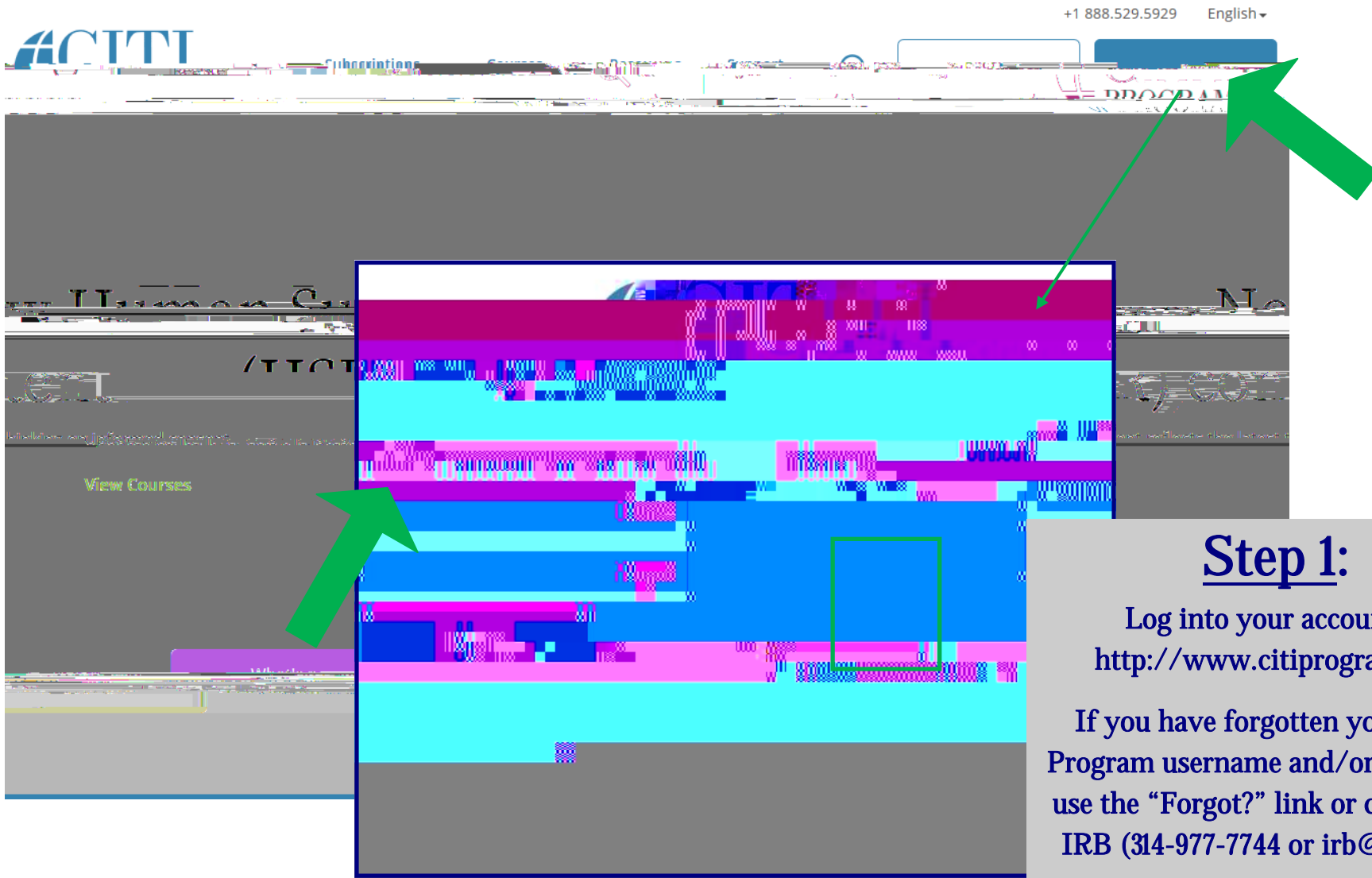
**1** Log into your account at <http://www.citiprogram.org>.

**2** Under the “Saint Louis University Courses” menu, select “Add a Course”.

**3**

# Registering for CITI Human Subjects Research Training

## Adding a Course to Your CITI account

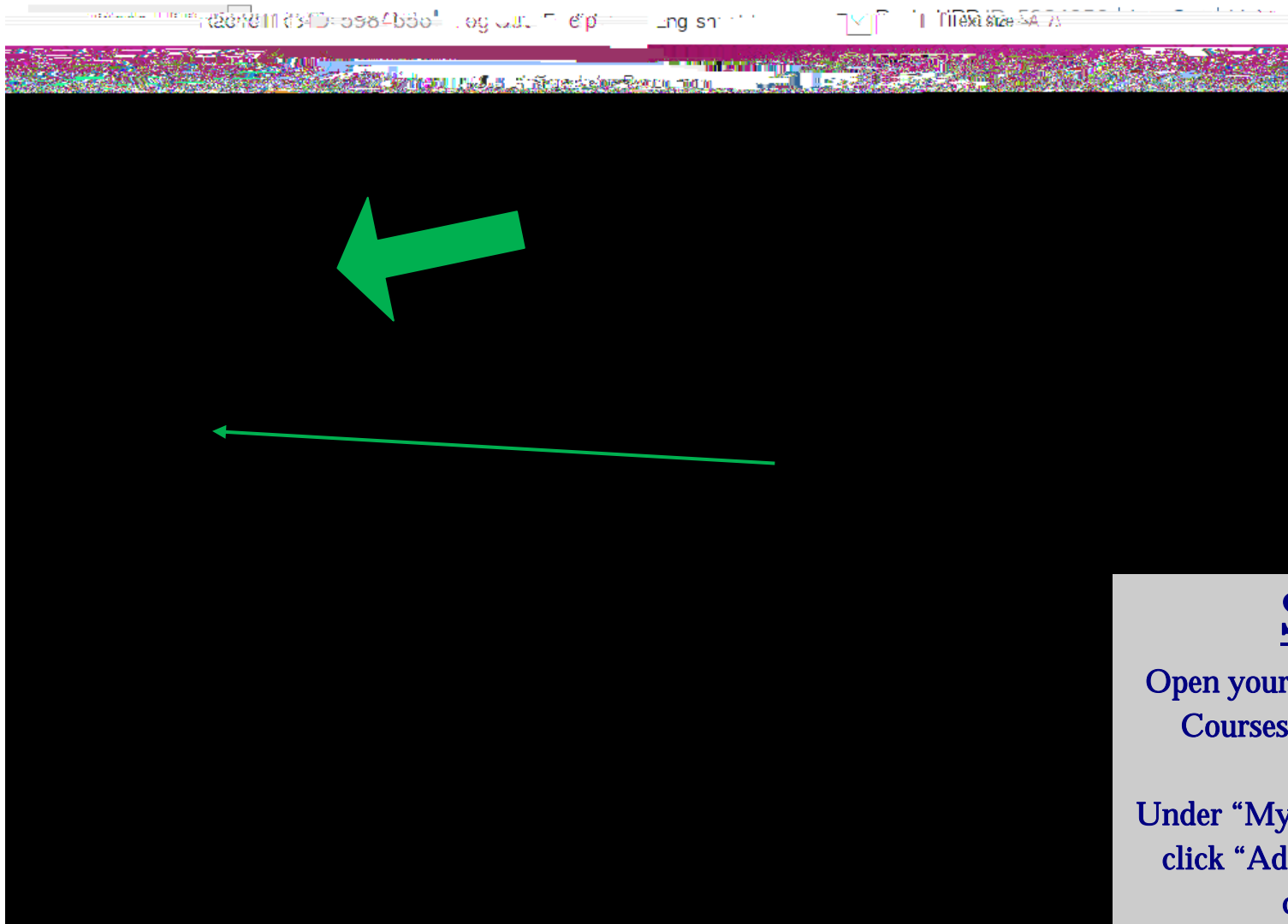


The screenshot shows the CITI website interface. At the top right, there is a phone number "+1 888.529.5929" and a language dropdown menu set to "English". The main content area is partially obscured by a large, semi-transparent grey box. A green arrow points from the top right of the page towards the top right corner of the grey box. Another green arrow points from the left side of the page towards the bottom left corner of the grey box. A third green arrow points from the top right of the page towards the top right corner of a smaller, semi-transparent grey box that is overlaid on the main content area. This smaller box contains a grid of course options, with a green square highlighting one of the options. The text "View Courses" is visible on the left side of the page.

### Step 1:

Log into your account at  
<http://www.citiprogram.org>.

If you have forgotten your CITI Program username and/or password, use the "Forgot?" link or contact the IRB (314-977-7744 or [irb@slu.edu](mailto:irb@slu.edu)).



## STEP 2:

Open your “Saint Louis University Courses” Main Menu option.\*

Under “My Learner Tools for SLU”, click “Add a Course” to view the course options.

\* You must have a CITI account that is affiliated with SLU to see this menu. If you don’t, see the instructions for connecting (affiliating) your CITI account, [HERE](#).

### Responsible Conduct of Research (RCR)

1. The research you are conducting

Please read the following questions carefully and provide the most appropriate answer.

Choose all that apply

Yes, based on the required IRB Training

animal subjects

is a course in the Responsible Conduct of Research (RCR). This research features

Yes

No

Want to

Next

Start Over



\* indicates a required field.

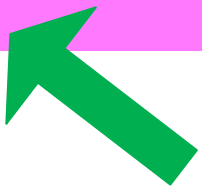
\* In order to place you in the appropriate course we need to know if you have previously completed the course. If you have previously completed the course, please select "Yes". If you have not completed the course, please select "No".

Basic Course in the Protection of Human Subjects of Research

Choose one answer

YES I have previously completed the Basic Course in the Protection of Human Subjects of Research

NO I have NOT completed the Basic Course in the Protection of Human Subjects of Research



**IMPORTANT:** The IRB does not accept the refresher course for the human subjects protection training requirement. For more information, or to find out if a previously completed training will qualify, contact the

\* indicates a required field.

**Biomedical Research:** Individuals who conduct any biomedical research should select this course during registration.

**Social/Behavioral Research:** Individuals who conduct only social/behavioral research should select this course during registration.

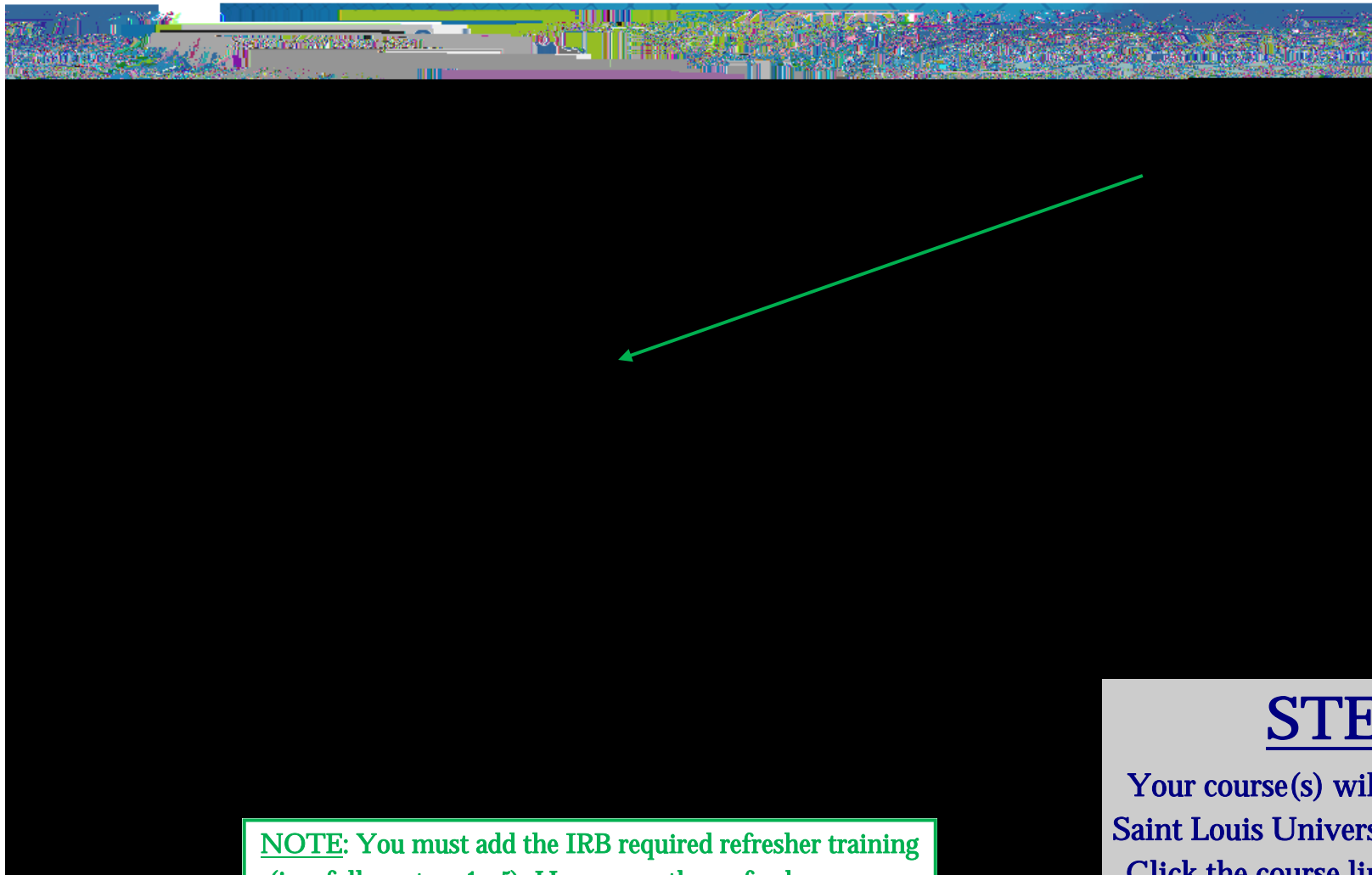
**External Collaborator:** This course is only for non-SLU collaborators, such as community partners (not SLU faculty, staff or students), who are assisting on a SLU research project and have been instructed to take this course. Those who routinely partner on SLU research should select either the Biomedical or Social/Behavioral Research basic courses instead of this course.

## **STEP 5:**

Select the course that relates to you/  
your research.

When finished, click "Next".

**NOTE:** In order to pass the course, you must satisfactorily complete all quizzes (80% passing grade).



**NOTE:** You must add the IRB required refresher training (i.e., follow steps 1–5). However, other refresher courses

## STEP 6:

Your course(s) will be added to your Saint Louis University Courses Menu. Click the course link to start (you do not have to complete a course in one sitting).

If you have any additional question, please contact the IRB at (314) 977-7744 or [irb@slu.edu](mailto:irb@slu.edu).