CITI Program Registration Instructions

Go to: https://about.citiprogram.org/en/homepage/

1. Begin typing “Coastal Carolina University” in the organization box and then select when it appears.
2. Check the “I AGREE” to Terms of Service (read for details).
3. Check the “I affirm” box.
4. Click “Continue To Create Your CITI Program Username/Password”.

Research Ethics and Compliance Training

- GDPR for Research and Higher Ed
- Technology, Ethics, and Regulations
- FDA Inspections: From Site Preparation to Response
- False Claims Act: A Primer and Guide for Research Organizations
5. Complete all required fields.  
* For student registrations, use your CCU email address and do not enter a secondary email address.
6. Click “Continue to Step 3”.
7. Complete all required fields.
8. Click “Continue to Step 4”.

9. Enter your “Country of Residence”.
10. Select “No” for future contact if you do not want to receive solicitation emails.
11. Click “Continue to Step 5”.
12. Select the appropriate buttons
   *For student registrations, choose the “No” buttons, as shown below.
13. Click “Continue to Step 6”.
15. Enter your CCU email address.
16. Select your gender.
17. Select your “Highest Degree”
   *For student registrations, this is your previous level of completion - undergraduates will be high school and graduate students will be undergraduate.
18. Leave employee number blank.
19. Enter your major field of study as your “Department”.
20. Select a role from the dropdown menu.
   *For student registrations, select “Student Researcher” - either undergraduate or graduate.
21. Click “Continue to Step 7”.

* Indicates a required field.
22. Question 1 – select your category of research.
   *For student registrations, select “Students Conducting Research” button.
23. Question 2 – IF applicable, make selections for your role in laboratory animal research and the species of animal(s) related to your work.
   *For student registrations, select “Not at this time”.
22. Question 4 – if interested in additional courses, select your response(s).
23. Question 5 – if research is funded through a federal grant, select “Financial Conflicts of Interest: Overview, Investigator Responsibilities and COI Rules”
24. Click “Complete Registration”.
25. Click “Finalize Registration”.

---

Select Curriculum
Coastal Carolina University

You will be provided a series of enrollment questions. Your responses will determine the curriculum for the courses you are going to take. Please read the questions carefully. Please read the responses carefully to make the best choice.

Human Subjects Research (IRB) go to question 1
Institutional Animal Care (IACUC) go to question 2
Investigator Conflicts of interest (COI) go to question 5

View instructions page.

---

Question 1

Human Subjects Research

Please choose one learner group below based on your role and the type of human subjects activities you will conduct. You will be enrolled in the Basic Course for that group.

- Biomedical Researchers
- Social Behavior or Educational Researchers
- Students Conducting Research
- IRB Committee Members
- External Researchers
Question 2

Laboratory Animal Research

Do you conduct studies that use Lab animals?
1. If YES, then you must complete the Basic course and the appropriate species specific modules.
2. If you are an IACUC Member you should complete the "Essentials for IACUC Members".
3. Choose the appropriate species specific electives according to your research interests.

☐ "Working with the IACUC Course" is required if you plan to use Lab animals in your work.
☐ If you are an IACUC Member you are required to complete the "Essentials for IACUC Members" course now.
☐ Institutional Officials
☐ IACUC Community Member
☐ IACUC Chair
Choose the appropriate species specific electives depending on your work or interests.

☐ I work with Frogs, Toads or other Amphibians
☐ I work with Mice. Family: Muridae. Cricetidae
☐ I work with Rats. Genus: Rattus
☐ I work with Hamsters. Family: Muridae
☐ I work with Gerbils
☐ I work with Guinea Pigs
☐ Working With Ferrets in Research Settings
☐ I work with Rabbits, Family: Leporidae
☐ I work with Cats
☐ I work with Dogs
☐ I work with Swine
☐ I work with Horses
☐ I work with Cattle
☐ I work with Sheep & Goats
☐ I work with Non-Human Primates (NHP)
☐ I work with Fish
☐ I work with Zebrafish
☐ I work with Reptiles
☐ I work with Genetically Modified Mice
☐ Wildlife Research
Question 3

Revised Common Rule

Please make your selection below if you wish to be enrolled in the Revised Common Rule course.

☐ Revised Common Rule

☐ Not at this time.

Question 4

Responsible Conduct of Research - Optional

If you want to take Responsible Conduct of Research (RCR) please make your selection below. This Course DOES NOT satisfy the Human Subjects Requirement. (see question 1)

☐ Responsible Conduct of Research (RCR) - Biomedical Responsible Conduct of Research

☐ Responsible Conduct of Research (RCR) - Social and Behavioral Responsible Conduct

☐ Responsible Conduct of Research (RCR) - Physical Science Responsible Conduct of Research

☐ Responsible Conduct of Research (RCR) - Humanities Responsible Conduct of Research

Question 5

Conflicts of Interest (COI)

Please make your selection below to be enrolled in the Conflicts of Interest course.

☐ Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules

☐ Conflicts of Commitment and Conscience
26. Click on “View Courses”.
27. Follow instructions to complete courses.
Once logged-in, click on the “Records” link to view all courses available or completed.

![Records Page]

<table>
<thead>
<tr>
<th>Stage</th>
<th>Record ID</th>
<th>Passing Score</th>
<th>Your Score</th>
<th>Start Date</th>
<th>Completion Date</th>
<th>Expiration Date</th>
<th>Gradebook</th>
<th>Completion Record</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Course</td>
<td>37275954</td>
<td>-</td>
<td>Due Now</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>View</td>
<td>-</td>
</tr>
</tbody>
</table>