Instructions for Registering for Human Subjects CITI Training

Go to www.citiprogram.org and click “Register” at the top right of the screen.

Step 1. Select your Organization Affiliation: Western Carolina University
Step 2. Enter your name and email address.

Step 3. Create a username, password, and security question.
Step 4. Enter gender, ethnicity, and race (optional)

Gender, Ethnicity and Race

Why does CITI Program ask about your gender, race and ethnicity? ⬇
Why does CITI Program use these categories? ⬇
* Indicates a required field.

* I identify my Gender as:
- Female
- Male
- Transgender or Other
- Prefer not to answer

* I identify my Ethnicity as:
- Hispanic or Latino

Step 5. Enter Continuing Education Credit preferences (optional – most will choose “no”).

* Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?

CITI is pleased to offer CE credits and units for purchase to learners qualifying for CE eligibility while concurrently meeting their institutions training requirements.

CE credits/units for physicians, psychologists, nurses, social workers and other professions allowed to use AMA PRA Category 1 credits for recertification are available for most CITI courses – please see “Course List” link under the “CE Credits” tab on login page for details.

Please register your interest for CE credits below by checking the “YES” or “NO” dots, and, when applicable, types of credits you wish to earn at bottom of page. Please read texts entered for each option carefully.

* Yes
- At the start of your course, you will be prompted to click on a “CE Information” page link located at the top of your grade book and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives, faculty disclosures, types, number and costs of credits available for your course.
- No


Please provide the following information requested by Western Carolina University

* Indicates a required field.
Language Preference
- English

Institutional email address
jeanette@wcu.edu

Gender
- Male
- Female
Step 7. Select your curriculum by answering the following questions:

**Question 1.** Select “Yes, I conduct Social and Behavioral Research with human subjects.”

**Question 3.** Select “No, I am not a member of the WCU IRB.”

**Question 4.** Select “No,” unless you are required to take Responsible Conduct of Research training (not required for IRB submission.)
**Question 5.** Select “No,” unless you are required to take Conflict of Interest training (not required for IRB submission.)

![Question 5](image)

**Question 8.** Select “No,” unless you are required to take Laboratory Animal Welfare training (not required for IRB submission.)

**Question 9.** Leave blank unless you are required to take a specific animal course

Click Submit

![Question 8](image)

When finished, click “Complete Registration” and then “Finalize Registration” on the following page.

You will then be able to start the “Social / Behavioral Research – Basic Course.” You will be required to complete the “Integrity Assurance Statement” before beginning.

![Question 9](image)