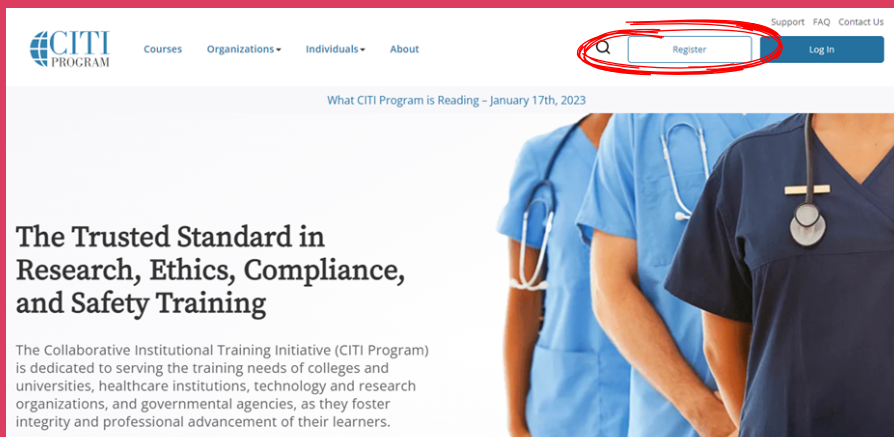


HOW TO REGISTER FOR CITI PROGRAM TRAINING AS AN INDEPENDENT INVESTIGATOR ON A UNIVERSITY OF DENVER RESEARCH PROTOCOL

Approximate time to complete: 3 minutes
Total number of steps: 17



Go to www.citiprogram.org and click "Register"

LOG IN LOG IN THROUGH MY ORGANIZATION REGISTER

CITI - Learner Registration

Steps: 1 2 3 4

Select Your Organization Affiliation

This option is for persons affiliated with a CITI Program subscriber organization.

To find your organization, enter its name in the box below, then pick from the list of choices provided.

University of Denver

University of Denver only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration.

I AGREE to the [Terms of Service](#) and [Privacy Policy](#) for accessing CITI Program materials.

I affirm that I am an affiliate of University of Denver.

Create a CITI Program account

or

Select your Organization Affiliation by typing in "University of Denver" and select it from the drop-down menu. Check the two checkboxes to proceed to create your CITI account.

Steps: 1 2 3 4

Personal Information

* indicates a required field.

* First Name: Independent

* Last Name: User

* Email Address: aemason22@msn.com

* Verify email address: aemason22@msn.com

We urge you to provide a second email address. If you have one, in case messages are blocked or you lose the ability to access the first one. If you forget your username or password, you can recover that information using either email address.

Secondary email address: []

Verify secondary email address: []

Continue To Step 3

Input your personal information into the required boxes. Please note: you do NOT have to have a DU email address.

Steps: 1 2 3 4

Create your Username and Password

* indicates a required field.

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.

* User Name: IndependentUser

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

* Password: []

* Verify Password: []

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: []

Select a username and password.

* Password: []

* Verify Password: []

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: What was the last name of your third grade teacher?

* Security Answer: Researcher

Continue To Step 4

Select a security question and input your security question's answer.



HOW TO REGISTER FOR CITI PROGRAM TRAINING AS AN INDEPENDENT INVESTIGATOR ON A UNIVERSITY OF DENVER RESEARCH PROTOCOL

Would you like to connect your ORCID® ID to your CITI Program account? [?](#)

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? [?](#)

Yes

No

Finalize Registration

You do not need to Connect your ORCID ID; Select your Country of Residence; Select your option for having CITI contact you.

Your CE Credit Status

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 re-certification 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
The CE functionality will not be activated for your course. Credits and units will therefore not be available to you for purchase **after** you start your course. You can change your preference to "YES" before such time however by clicking on the "CE Credit Status" tab located at the top of your grade book page.

Select "NO" for CE credit hours, then click "Submit"

Affiliate with an Institution

University of Denver

Home > Profiles > Affiliate with an Institution

Please provide the following information requested by University of Denver.

Fields marked with an asterisk (*) are required.

Language Preference

...

Institutional email address *

We recommend providing an email address issued by University of Denver or an approved affiliate, rather than a personal one like @gmail, @hotmail, etc. This will help University of Denver officials identify your learning records in reports.

Enter a valid Institutional Email Address.

University of Denver affiliation page will load, select your language preference.

English

Institutional email address *

We recommend providing an email address issued by University of Denver or an approved affiliate, rather than a personal one like @gmail, @hotmail, etc. This will help University of Denver officials identify your learning records in reports.

aemason22@msn.com

Verify Institutional email address *

aemason22@msn.com

Highest degree *

...

Employee Number

Enter your email address. This does NOT have to be a DU email address (as shown in the example). Select your highest degree.

Role? *

...

- Compliance Officer
- IACUC Administrator
- IACUC Chair
- IACUC Member
- Institutional Official
- Lab. Research Staff
- Research Fellow - Post Graduate
- Research Integrity Officer
- Student Researcher - Graduate level
- Student Researcher - Undergraduate
- Veterinarian
- Clinical Researcher
- Interviewer
- IRB administrator
- IRB Chair
- IRB Member
- Pharmacist
- Principal Investigator
- Co-Investigator

Select your role on the project. If you do not know, select "Other"

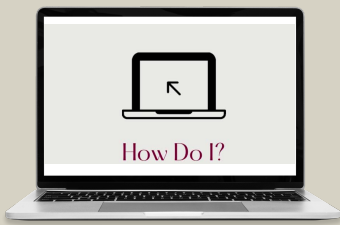
Country

Office Phone *

Home Phone

Next

Input requested information. The only required field is a phone number. This can be any valid phone number.



HOW TO REGISTER FOR CITI PROGRAM TRAINING AS AN INDEPENDENT INVESTIGATOR ON A UNIVERSITY OF DENVER RESEARCH PROTOCOL

Answer Question 1, accordingly.

Question 3: Select "I am an Unaffiliated Investigator"

Select the type of research. This is most commonly Social Behavioral Educational Research.

Select "Social Behavioral Educational Research Investigators - Basic Course"

Select any that apply for both questions 15 & 16.

You are now registered and able to take the appropriate course(s). Happy Learning!