Please follow the steps listed below to register for CITI Program training if you do NOT have a JMU e-ID.

Go to **https://about.citiprogram.org/en/homepage/** and click "**Register**."

Search for **James Madison University**, agree to the Terms of Service, affirm that you are affiliated with JMU, and click on "**Continue to Create Your CITI Program Username/ Password**."

CITI - Learner Registration

Steps: **1** 2 3 4 5 6 7

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. ⓘ

    James Madison University

James Madison University allows the use of a CITI Program username/password or Single Sign On (SSO) for access.

Single Sign On (SSO) requires a username and password issued by James Madison University.

☑ I AGREE to the Terms of Service for accessing CITI Program materials.
☑ I affirm that I am an affiliate of James Madison University.

Continue To Create Your CITI Program Username/Password   or   **Continue To SSO Login / Instructions**

CITI - Learner Registration - James Madison University

Steps : 1 **2** 3 4 5 6 7

Personal Information

* indicates a required field.

* First Name

* Last Name

* Email Address

* Verify email address

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

CITI - Learner Registration

Steps: 1 2 **3** 4 5 6 7

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

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

* Security Answer

Continue to Step 4

Please select a username that you can easily remember so that you can look up the results of your training in the future.

You _DO NOT_ need to have a JMU e-ID to sign up for training.

CITI - Learner Registration

Gender, Ethnicity and Race

Why does CITI Program ask about your gender, race and ethnicity? ⓘ
Why does CITI Program use these categories? ⓘ
Why does CITI Program ask about your gender? ⓘ

* indicates a required field.

* Your Gender Is:

○ Male

○ Female

○ I would rather not disclose

* Your Ethnicity Is: (You may choose only one)

○ Hispanic or Latino ⓘ

○ Not Hispanic or Latino

○ I would rather not disclose

* Your Race Is: (You may choose more than one)

☐ American Indian or Alaska Native ⓘ

☐ Black or African American ⓘ

☐ Asian ⓘ

☐ Native Hawaiian or Other Pacific Islander ⓘ

☐ White ⓘ

☐ I would rather not disclose

Continue to Step 5

CITI - Learner Registration

Steps: 1 2 3 4 **5** 6 7

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

If you answer "yes", you will be provided with information **before** you start a CEU-eligible course about the amount of credit available, information about the course authors, and other required CEU disclosures. This information **must** be viewed before a course is started in order for you to be eligible to purchase CEU credit after course completion. However, answering "yes" does not obligate you to purchase CEU credits for any course.

If you answer "no", you will **not** see information about the CEU credits available for courses before you start them or after completing them, and you will be **ineligible** for CEU credit for these courses. You can change this preference at any time by clicking on a "CEU Information" link or using a "My Profile" link to update your Profile.

If you're not sure, you can change your answer later.

○ Yes
○ No
○ Not sure. Ask me later

If you answered "yes", please check all the types of CEU credit that may be of interest. This information allows us to ensure that you receive appropriate Pre- and Post-Course information relevant to the kind(s) of CEU credit that you may request.

☐ AMA PRA Category 1 Credits
☐ Nurses (CNE Credits)
☐ Other
☐ Psychologists (CEP Credits)

* Can CITI Program contact you at a later date regarding participation in research surveys? ⓘ

○ Yes
○ No
○ Not sure. Ask me later

[Continue to Step 6]

If you are a student and unless you have been told otherwise by your professor, select "NO" for Continuing Education Unit credit. You DO NOT have to pay for CITI training.

While it is a required field, you DO NOT need to have a JMU e-ID to sign up for training. Please enter a username that you can easily remember.

CITI - Learner Registration

Steps: 1 2 3 4 5 **6** 7

Please provide the following information requested by James Madison University

* indicates a required field.

Language Preference

[▾]

* Institutional email address

[   ]

* JMU e-ID

[   ]

Gender

[▾]

Highest degree

[▾]

Employee Number

[   ]

* Department

[   ]

* Role in research

[▾]

Address Field 1

[   ]

Address Field 2

[   ]

Address Field 3
City

[   ]

State

[   ]

Zip/Postal Code

[   ]

Country

[   ]

Phone

[   ]

* Account Status

[▾]

[Continue to Step 7]

Select ONLY "**I need to take the course involving Conflict of Interest**"

* Please choose the appropriate topic(s) based on your research studies.
Choose all that apply

☐ I need to take courses regarding research involving **Human Subjects.**

☐ I need to take courses regarding research involving **Lab Animals.**

☐ I need to take a course in the **Responsible Conduct of Research.**

☑ I need to take the course involving **Conflict of Interest.**

☐ I need to take a course in the **Biosafety/Biosecurity.**

☐ I need to take a course in the **Good Clinical Practice.**

Next   Start Over

Unless you need to affiliate with another institution, select "**Finalize registration**"

CITI - Learner Registration

Your registration with **James Madison University** is complete. You must make a selection below to continue.

Affiliate with another institution
Finalize registration

After finalizing registration, check your email for the confirmation from CITI.

CITI - Learner Registration Complete

Thank you. You will receive a confirmation email from **citiprogram-noreply@med.miami.edu** which will include the next step in finalizing your registration. Please check your spam folder for this email and if you have any questions or need assistance, contact CITI Support at citisupport@med.miami.edu

Click on or copy the link in the email to complete your CITI registration.

Your CITI Program Registration
From: Citiprogram-noreply@med.miami.edu
Date: 2013-08-08 09:36

CITI PROGRAM | Collaborative Institutional Training Initiative at the University of Miami

Thank you for registering with the Collaborative Institutional Training Initiative (CITI Program).

To confirm your email address and complete your registration, please click on the link below:
https://www.citiprogram.org/index.cfm?pageID=183&email=tillmace@yopmail.com&id=3651338

Thank you
Collaborative Institutional Training Initiative (CITI Program)

Once your registration has been completed you will need to log into your CITI account.

CITI PROGRAM | Collaborative Institutional Training Initiative at the University of Miami   Search Knowledge Base

Home | About Us | Courses | Become a Subscriber | CE Credits | News and Events | Resources | Contact Us

Thank you. Your email has been validated and your registration complete. Click **here** to log into your CITI account.

Below is a screenshot of the Conflict of Interest - Stage 1

Conflict of Interest - Stage 1

To pass this course you must:

- Complete all 3 required modules
- Achieve an average score of 80% on all quizzes

You have unfinished modules remaining

Complete The Integrity Assurance Statement before beginning the course

Your Current Score

0%

Required Modules

	Date Completed	Score
Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules (ID: 15070)	Incomplete	0/0 (0%)
Institutional Responsibilities as They Affect Investigators (ID: 15072)	Incomplete	0/0 (0%)
Conflicts of Commitment, Conscience, and Institutional Conflicts of Interest (ID: 15073)	Incomplete	0/0 (0%)

For assistance with the registration process or adding courses, please contact our office at researchintegrity@jmu.edu or (540) 568-7025.

If you experience technical difficulties with the CITI website, please contact CITI Help Desk: https://support.citiprogram.org/