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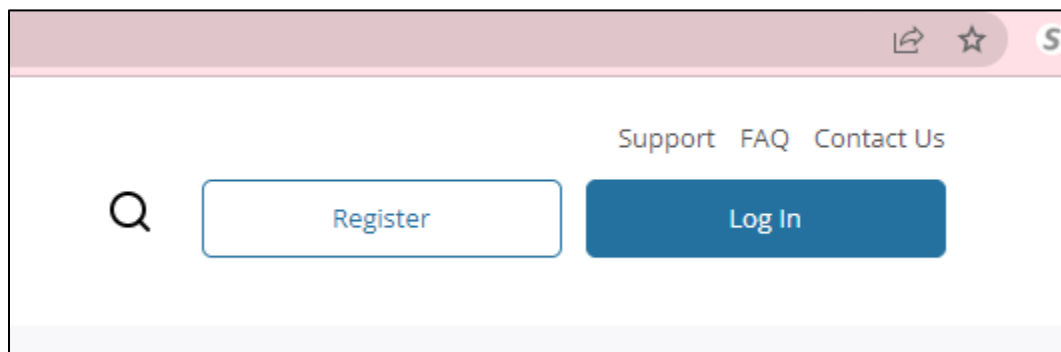
# How To: CITI Registration and Affiliation

## *University of North Texas Health Science Center*

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**Step 1:** Go to <https://www.citiprogram.org>

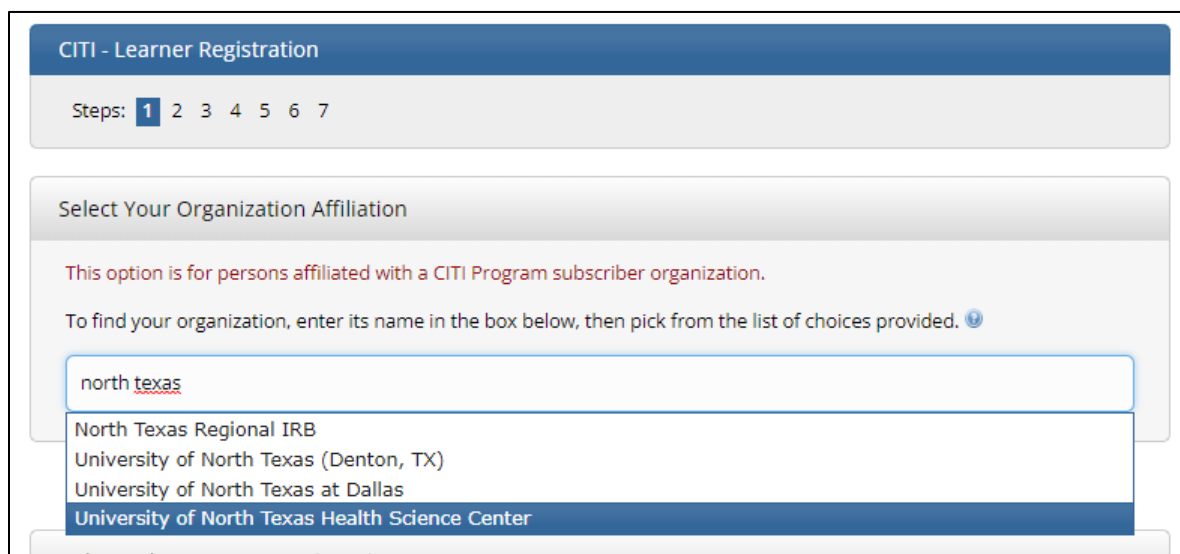
Then select *Register* OR *Log In* (if you already have an account) in the top right corner of the page.



If you already have an account with CITI, you can log into your account, go to the **My Courses** tab, then select **Add Affiliation** under the **Institutional Courses** section:



**Step 2:** In the *Organization Affiliation* text bow, begin typing “North Texas” and then select *University of North Texas Health Science Center*.



**Step 3:** Check the boxes to agree to CITI's terms and then affirm that you are affiliated with the University of North Texas Health Science Center. Then click *Create a CITI Program account*.

**Step 4:** Complete *Learner Registration* steps 2 through 4.

**Step 5:** In *Learner Registration* step 5, select if you need Continuing Education credits.

**PLEASE NOTE:** CE Credits are NOT free, and will require payment from you. If you do not need CE credits, check **NO**.

**Step 6:** Complete *Learner Registration* step 6 and click *Continue To Step 7*.

**Step 7:** In this step, select the necessary course(s) and then click *Complete Registration*.

CITI - Learner Registration - University of North Texas Health Science Center

Steps : [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) **7**

### Select Curriculum

\* indicates a required field.

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.

\* Question 1

#### Human Subjects Research

Choose one answer

- All research personnel who are actively involved with the project (principal investigator, co-investigators, study physician, research assistants, coordinators, etc.), and anyone who will be interacting with human subjects from a research perspective are considered key personnel and must successfully complete the CITI Human Subjects Research Training Curriculum.
- I am not participating in human subjects research.

*Note: You can add other courses later at any time.*


**Step 8:** Click the *Finalize Registration* button.

CITI - Learner Registration

Welcome to the CITI Program. Your registration with North Texas Regional IRB is complete.

[Finalize Registration](#)

**Step 9:** Next, under *Institutional Courses*, click *View Courses* next to your *University of North Texas Health Science Center* affiliation.

 Your registration has been completed successfully.

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## Institutional Courses

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to [add an affiliation](#). If you are no longer associated with a listed institution, you may want to [remove an affiliation](#).

University of North Texas Health Science Center [View Courses](#)

Would you like to affiliate with another Institution? [Add Affiliation](#)

Would you like to remove an existing affiliation? [Remove Affiliation](#)

**Step 10:** You can now complete the courses that are in the *Courses Ready to Begin* section of your CITI account.

Show Courses for:  [Institution List](#)

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## University of North Texas Health Science Center

**Active Courses** [Learner Tools](#)

You have no active courses for this Institution.

**Courses Ready to Begin** [Learner Tools](#)

University of North Texas Health Science Center  
**Human Subjects Research**  
Stage 1 - Basic Course

0 / 17 modules completed

[Start Now](#)

**Completed Courses** [Learner Tools](#)

You have not recently completed any courses for this institution. Full records of past completions are available in [Records](#).

**Step 11:** After clicking the *Start Now* button on a course, you will need to click the box to agree to CITI's Terms of Service, and then click *Submit*.

## Assurance Statement

Biomedical Research - Basic Course

CITI Program's [Terms of Service](#) and [Privacy and Cookie Policy](#) include the following provisions for learners. Please read them carefully.

**Account Security:** I will keep my username and password secure, and I will not share them or allow anyone else to access my account. I will contact [CITI Program Support](#) if I believe my account has been compromised.

**Work Integrity:** I will complete all required quizzes and any other assessments using only my own work. I will not engage in any activities that would dishonestly improve my results, or improve or hurt the results of other learners.

**Quiz Sharing:** I will not share CITI Program quiz questions or answers on any website, via email, photocopying, or by any other means.

**Recordkeeping:** I understand that CITI Program keeps account activity logs, including computer IP address, time spent in each content area, number of quiz attempts, and quiz scores. Indications of inappropriate use will be investigated, and may be reported to organizations with which I am affiliated.

I AGREE to the above, the [Terms of Service](#), and the [Privacy and Cookie Policy](#), in order to access CITI Program materials.

Click on the **Start** button for each module to complete it. You may complete the training at your own pace. Make sure to remember your username and password so you can log back into CITI.

Required Modules			
Complete all 17 required modules.			
Modules	Completed	Score	
Belmont Report and Its Principles (ID 1127)	Incomplete	-	<input type="button" value="Start"/>
Research with Persons who are Socially or Economically Disadvantaged (ID 16539)	Incomplete	-	<input type="button" value="Start"/>