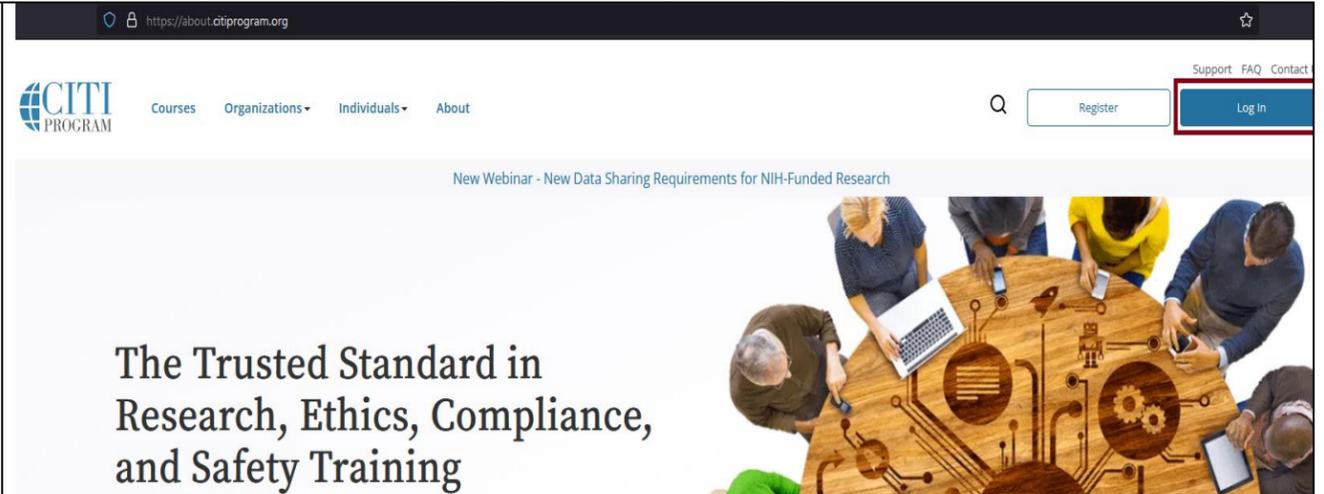
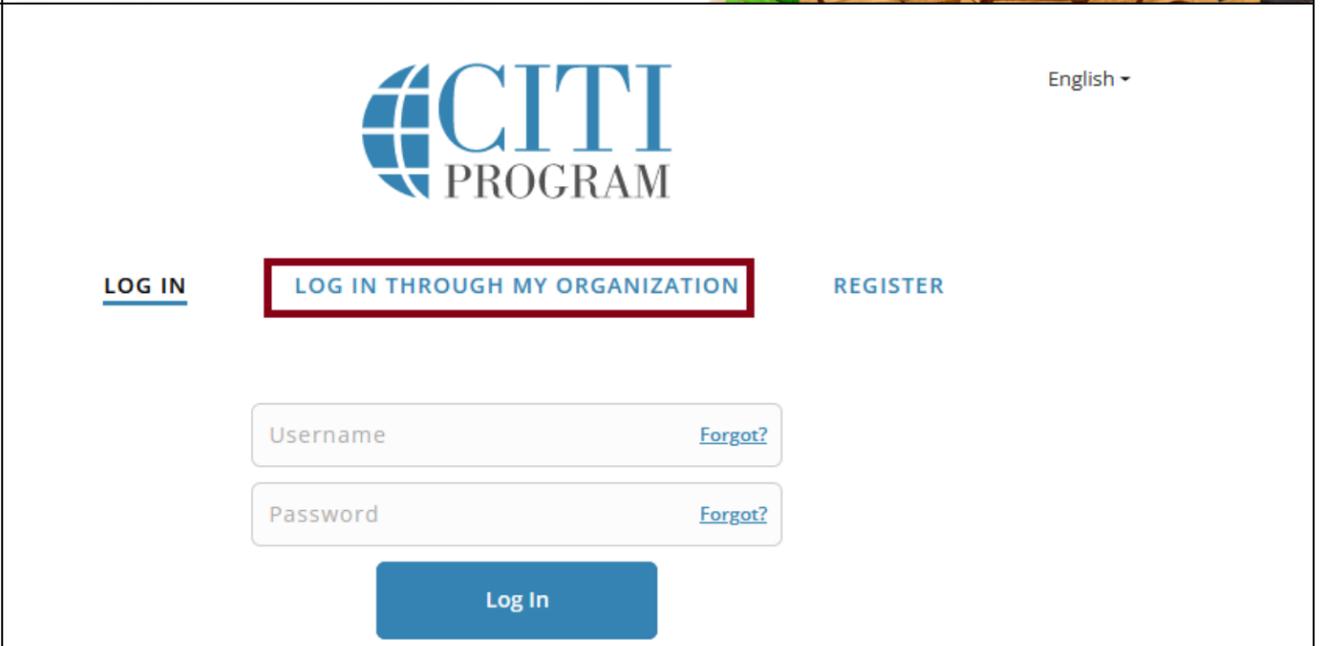


Click the link:
<https://www.citiprogram.org/>

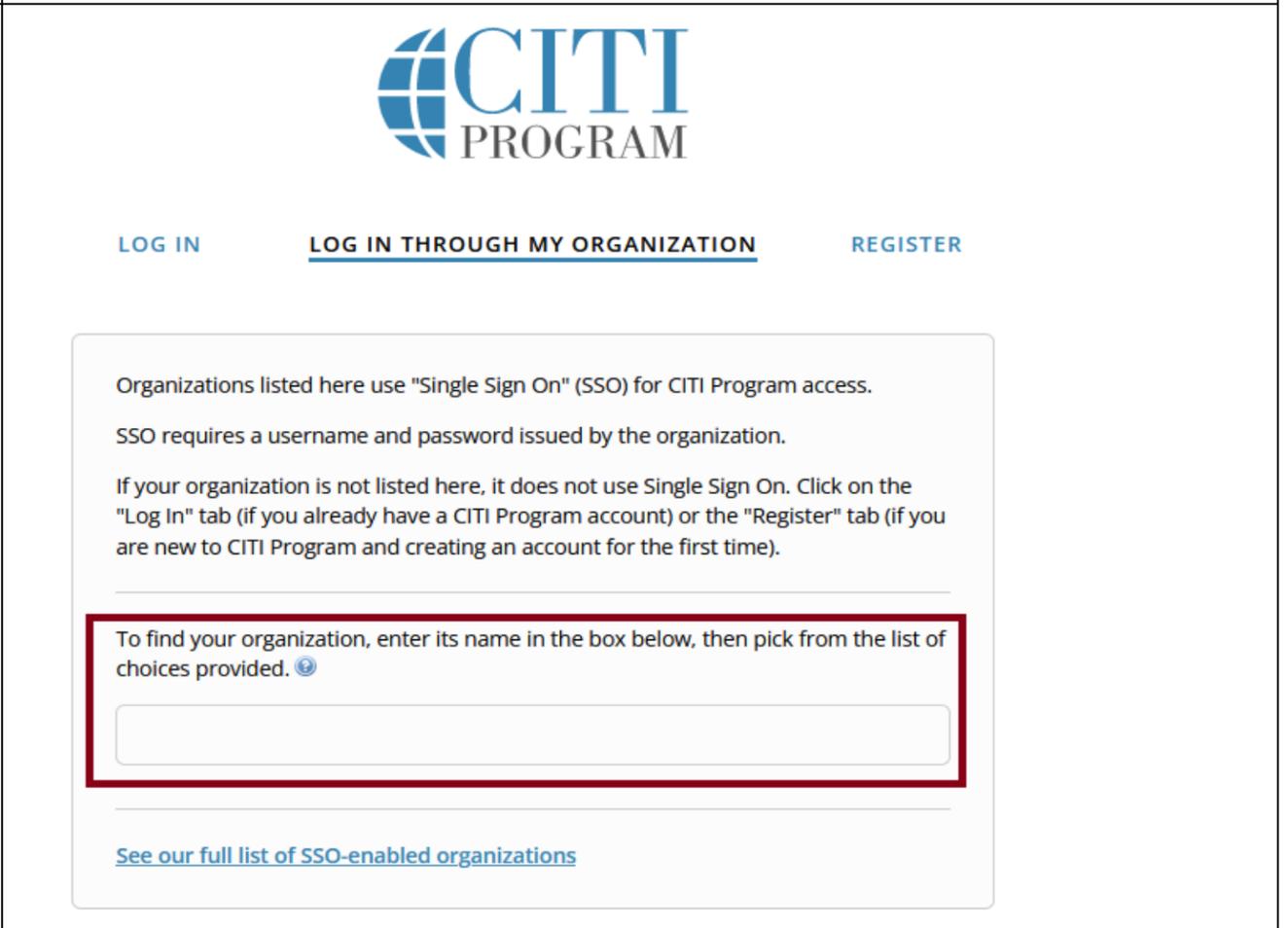
Next, click the Log In button on the upper right-hand side of your screen (boxed in red)



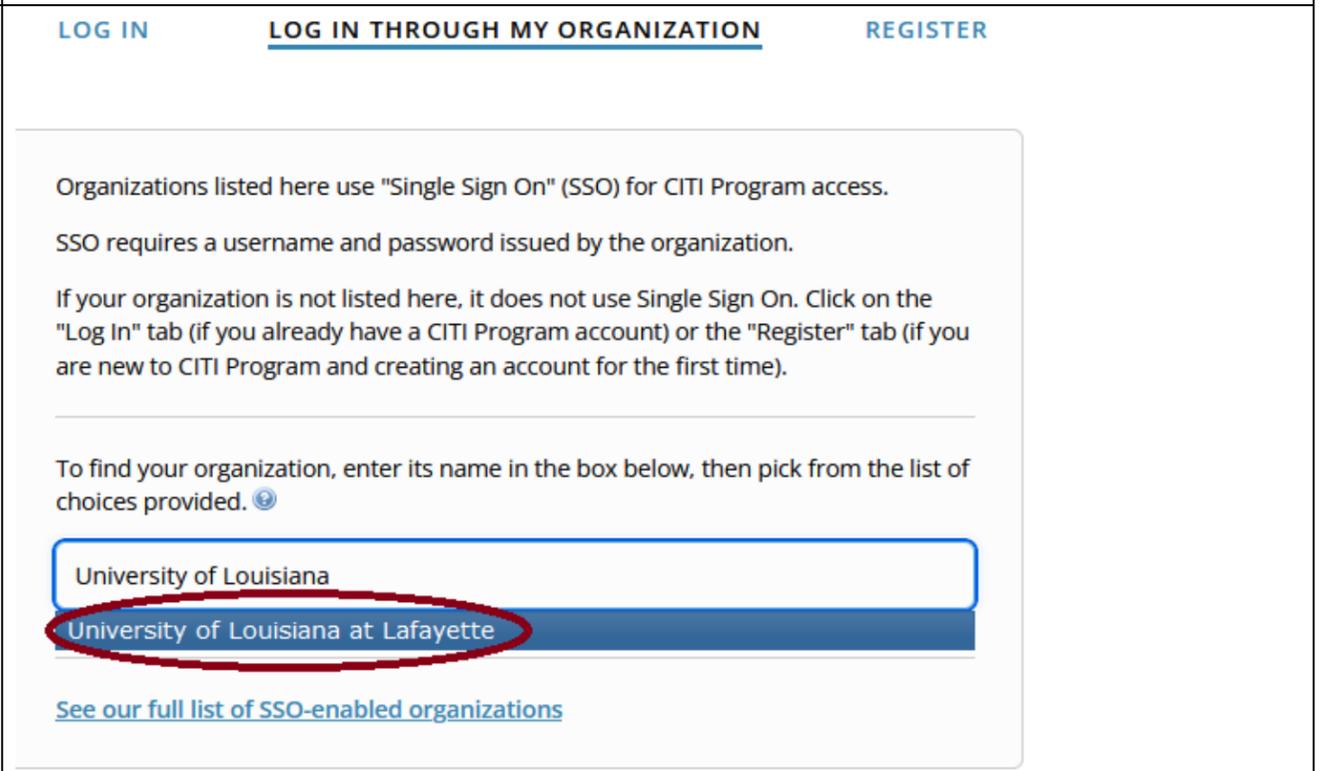
Click "Log In Through My Organization" (boxed in red)



Begin typing the name of your organization within the box "University of Louisiana at Lafayette"



Click the option for University of Louisiana at Lafayette once it appears in the drop-down list (circled in red)



Click "Continue to SSO Login/ Instructions" (boxed in red)

LOG IN LOG IN THROUGH MY ORGANIZATION REGISTER

Organizations listed here use "Single Sign On" (SSO) for CITI Program access.
SSO requires a username and password issued by the organization.

If your organization is not listed here, it does not use Single Sign On. Click on the "Log In" tab (if you already have a CITI Program account) or the "Register" tab (if you are new to CITI Program and creating an account for the first time).

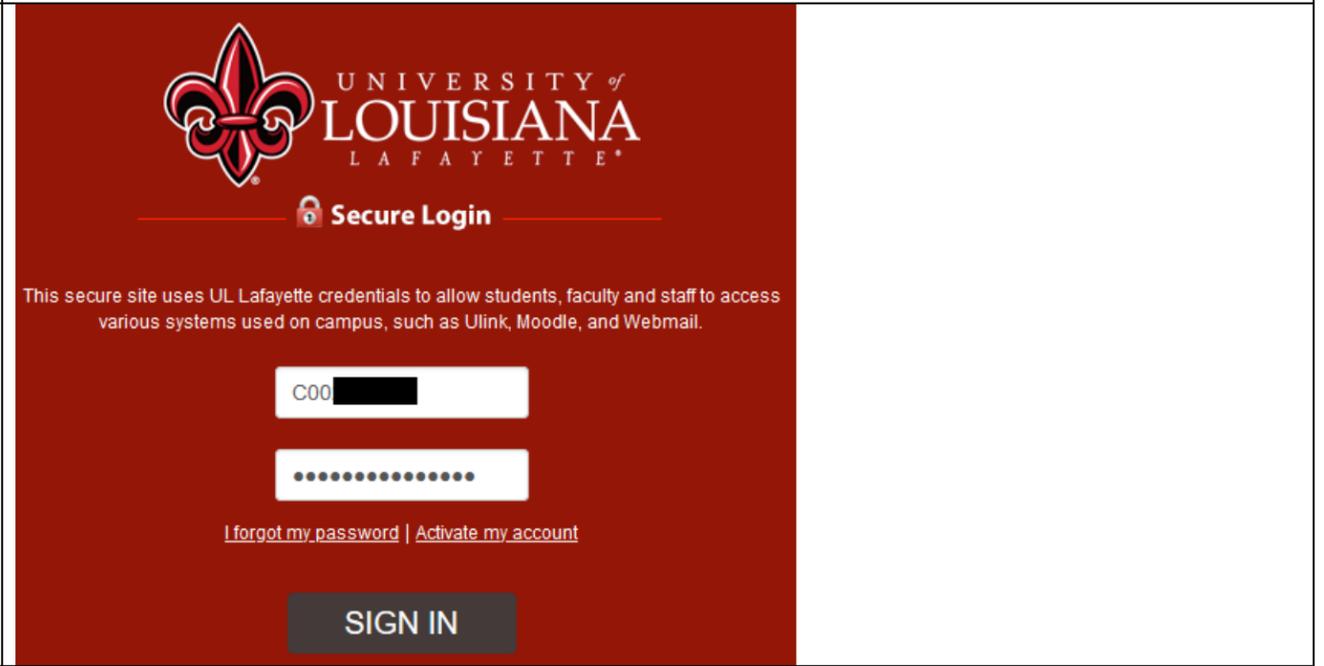
To find your organization, enter its name in the box below, then pick from the list of choices provided. ⓘ

University of Louisiana at Lafayette

Continue To SSO Login / Instructions

[See our full list of SSO-enabled organizations](#)

Log into CITI using your University Credentials



UNIVERSITY of LOUISIANA LAFAYETTE

Secure Login

This secure site uses UL Lafayette credentials to allow students, faculty and staff to access various systems used on campus, such as Ulink, Moodle, and Webmail.

C00 [REDACTED]

[REDACTED]

[I forgot my password](#) | [Activate my account](#)

SIGN IN

If this is your first-time logging into CITI, select the radio button "I don't have a CITI Program Account and I need to create a new one." as indicated by the red arrow and underlined text.



CITI PROGRAM

LOG IN LOG IN THROUGH MY ORGANIZATION REGISTER

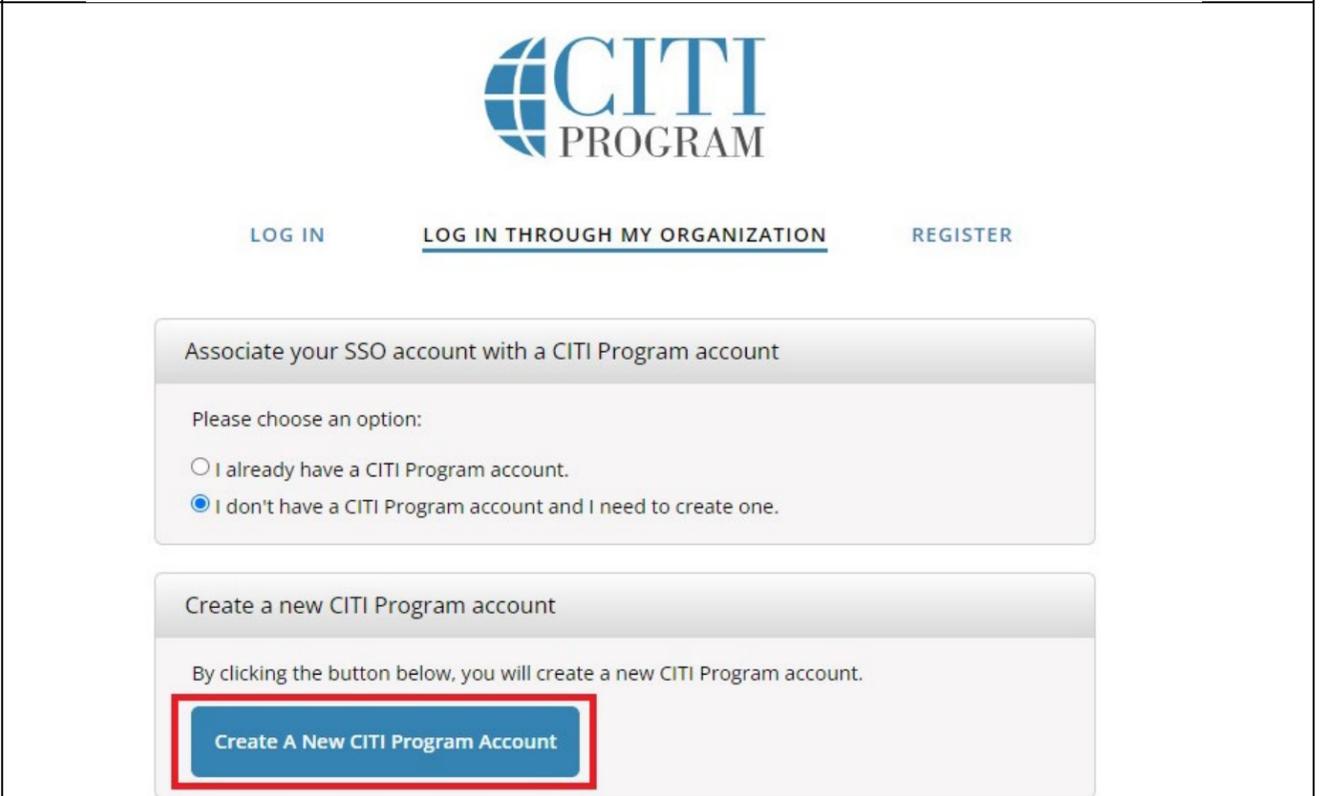
Associate your SSO account with a CITI Program account

Please choose an option:

I already have a CITI Program account.

I don't have a CITI Program account and I need to create one.

Click "Create a New CITI Program Account" (boxed in red)



CITI PROGRAM

LOG IN LOG IN THROUGH MY ORGANIZATION REGISTER

Associate your SSO account with a CITI Program account

Please choose an option:

I already have a CITI Program account.

I don't have a CITI Program account and I need to create one.

Create a new CITI Program account

By clicking the button below, you will create a new CITI Program account.

Create A New CITI Program Account

Congratulations! You now have a CITI Program training account affiliated with the University of Louisiana at Lafayette!

Now you may enroll in the Undergraduate Training on Human Subjects Research course.

Click “Add a Course” (boxed in red).

Select the highlighted answers to add the appropriate course

Select the highlighted answers to add the appropriate course(s)

Note: IBC members must take the highlighted Institutional Biosafety Committee Member course

Question 4

Biosafety/Biosecurity

Please make your selection below to receive the courses in the Biosafety/Biosecurity Course.

- Introduction to Biosafety
- Introduction to Biosafety for Students
- Basic Biosafety Training
- Biosafety Retraining
- Animal Biosafety
- Shipping and Transport of Regulated Biological Materials
- OSHA Bloodborne Pathogens
- Select Agents, Biosecurity and Bioterrorism
- Emergency and Incident Response to Biohazard Spills and Releases
- Human Gene Transfer Trials
- NIH Recombinant DNA (rDNA) Guidelines
- OSHA Personal Protective Equipment Training
- Institutional Biosafety Committee Member
- Biosafety Complete Training
- Dual Use Research of Concern (DURC)
- Not at this time.

Question 5

If you want to take Health Information Privacy and Security (HIPS) optionally, please make your selection below.

- Health Information Privacy and Security (HIPS) Course - Information for Clinicians
- Protection of Privacy/Private Information
- HIPAA Training - for persons outside of healthcare
- Health Information Privacy and Security (HIPS) Course - Information for Fundraisers
- Health Information Privacy and Security (HIPS) Course - Information for Marketers
- Not at this time.

You are not required to select any of these courses.

Question 6

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.
- Animal welfare for Technicians - Refresher
- Institutional Official: Animal Care and Use
- IACUC Community Member
- Antibody Production
- If you are planning to do aseptic surgery on animals, you may want to complete the "Aseptic Surgery" course now. Your Institution may require this.
- If you plan to conduct studies that have the potential to cause "more than momentary pain and distress" in Mice or Rats you should complete the module on "Minimizing Pain and Distress".
- Choose the appropriate species specific electives depending on your work or interests.
- I work with Mice. Family: Muridae Cricetidae
- I work with Rats. Genus: Rattus
- I work with Frogs, Toads or other Amphibians
- 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 Fish
- I work with Cats
- I work with Dogs
- I work with Swine
- I work with Non-Human Primates (NHP)
- Working With Animals In Biomedical Research - Refresher Course

Question 7

Would you like to take the IRB Chair course?

- Yes
- Not at this time.

Question 8

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.

- Basic Human Subjects Research
- IRB member - Human Subjects Research
- Public Health Researchers
- Undergraduate Training on Human Subjects Research

Select the highlighted answers to add the appropriate course

Question 9

Would you like to take the Institutional/Signatory Officials for Human Subjects Research course?

- Yes
- Not at this time

Question 10

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 11

Good Clinical Practice (GCP)

Please make the appropriate selection if you are required to complete the Good Clinical Practice (GCP) course.

- GCP for Clinical Trials with Investigational Drugs and Medical Devices (U.S. FDA Focus)
- GCP for Clinical Investigations of Devices
- GCP for Clinical Trials with Investigational Drugs and Biologics (ICH Focus)
- GCP – Social and Behavioral Research Best Practices for Clinical Research
- Not at this time.

You are not required to select any Webinars unless you are interested in viewing one.

Webinars

Please choose the Webinars you would like to review:

- Ethics & Policy Issues in CRISPR Gene Editing New Content
- The Challenge of Medicare Advantage Plans and Local Coverage Determinations
- GDPR & Human Subject Research in the U.S.
- FERPA: A Quick Review of the Law for Researchers and IRBs
- Preparing for Single IRB (sIRB) under the Common Rule
- Transitioning Research to the Revised Common Rule: The What, How, and Why
- Revised Common Rule: Overview of Revisions
- Revised Common Rule: Revisions to Informed Consent

Select the highlighted answers to add the appropriate course

-
- A Beginner’s Guide to Being a Sponsor-Investigator
 - Partnering with Technology Companies
 - Bring Your Own Device (BYOD) Studies
 - Data Management and Security for Student Researchers: An Overview
 - Facial Recognition Considerations for Researchers
 - IRB Protocol Noncompliance: When Research Goes Rogue, What Next?
 - Managing Your Grant as Systems: A Guide for Grant Management Success
 - Noncompliance and the IACUC: Basic Approaches for Success
 - Not at this time.

Click “Submit”

Submit

Click "Finalize Registration" (boxed in red).

The screenshot shows the CITI Program registration page. At the top, there is a navigation bar with 'LOG IN', 'LOG IN THROUGH MY ORGANIZATION', and 'REGISTER' links. Below this is a 'CITI - Learner Registration' header and a welcome message: 'Welcome to the CITI Program. Your registration with University of Louisiana at Lafayette is complete.' A blue button labeled 'Finalize Registration' is highlighted with a red box. Below the button, there is a link for new users: 'New to the CITI Program? Read the getting started guide or watch the getting started video.' At the bottom, there is a 'Need Help? Support Center' link.

You are now enrolled for your course(s)!

The screenshot shows the user dashboard for Stephannie. It features a blue header with 'Welcome, Stephannie' and links for 'Add Institutional Affiliation' and 'Purchase Independent Learner Courses'. On the right, there are two circular statistics: '17 Courses Completed' and '4 Years of Membership'. Below the header, a green checkmark indicates 'You are now enrolled in the course(s) you selected.' At the bottom, there is a 'Show Courses for:' dropdown menu set to 'University of Louisiana at Lafayette' and an 'Institution List' button.

You may now begin the taking the learning modules for the Institutional Biosafety Committee Member course

The screenshot shows the 'Institutional Biosafety Committee Member Course' page for the University of Louisiana at Lafayette. It includes an 'INSTRUCTIONS' section with two bullet points: 'Complete all 6 required modules' and 'Achieve an average score of at least 80% on all quizzes associated with this course's module requirements'. A 'PROGRESS' section shows a circular progress indicator for '1 / 6 modules complete'. A 'SCORE' section shows a circular gauge for '80%'. Below this, a message states 'You have unfinished required or elective modules remaining.' The 'Required Modules' section is titled and includes the instruction 'Complete all 6 required modules.' Below this is a table listing the modules with their completion status and scores.

Modules	Completed	Score	
Biosafety Course Overview (ID 13314)	Incomplete	-	Start
Laboratory-Acquired Infections (ID 13454)	Incomplete	-	Start
Biohazard Risk Assessment (ID 13455)	Incomplete	-	Start
Medical Surveillance (ID 13456)	Incomplete	-	Start
NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (ID 13493)	26-Oct-2021	80%	Review
Human Gene Transfer Research (ID 13494)	Incomplete	-	Start