CITI Program Registration

Go to the Collaborative Institutional Training Initiative (CITI) website citiprogram.org

Click “Register” to create an account and then complete Steps 1-7
Step 1: Select Your Organization Affiliation

Type “University of the Virgin Islands” in the test box.

- Click University of the Virgin Islands
- Agree to the Terms of Service and Privacy Policy
- Affirm that you are affiliated with the University of the Virgin Islands
- Click “Continue to Create Your CITI Program Username/Password

NOTE: DO NOT CLICK ON THE INDEPENDENT LEARNER REGISTRATION
Step 2: Personal Information

- **Type Name and Email Address.** Your (student/employee) UVI email address is strongly recommended, but not required. A secondary email address is not mandatory.
- **Click “Continue to Step 3”**
Step 3: Create your Username and Password

- Create a Username and Password. This does not have to be your UVI email and password
- Choose a Security Question and Answer
- Click “Continue to Step 4”
Step 4: Country of Residence

- Type US or USA
- Click “Continue to Step 5”
Step 5: Continuing Education Unit (CEU) credit and CITI Research Surveys

- Select No. CEU’s are for medical professionals
- Indicate whether you would like to hear about surveys
- Click “Continue to Step 6”
Step 6 Enter the Information Requested by UVI

- Answer the questions indicated by the red asterisk
- Click “Continue to Step 7”
Step 7: Select Curriculum

You must answer a series of questions to complete the enrollment process

- **Under Question 1** select “Social and Behavioral Research Investigators” (This will satisfy UVIs training requirement involving Human Participants in Research)

**Question 1**

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.

Choose one answer

- Biomedical Research Investigators: Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Biomedical research with human subjects.
- Social & Behavioral Research Investigators: Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Social and Behavioral research with human subjects.
- IRB Members: This Basic Course is appropriate for IRB or Ethics Committee members.
- Not at this time.

- **Question 2**: Ignore
- **Questions 3 – 6**: Select “No” or “Not at this time”
- **Question 7**: Select “I am not required to complete the IPS Course at this time”
- **Answer Question 8** if your study involves animals

After selecting your courses click on the Complete Registration Button