**How to sign up for the CITI Conflicts of Interest Course if you are already registered**

Go to <http://www.citiprogram.org> and log in.

**Step 1:** Select the blue button, “View Courses”

**Step 2:** If Conflicts of Interest is not listed, scroll down to the last light blue box, “Learner Tools for University of West Florida” and select, “Add a Course”.

**Step 3: Select Curriculum**

This will provide seven questions regarding a variety of courses. Question 6 requires an answer and is for the Conflict of Interest Course. You will select, “Yes”



The UWF Research Administration & Engagement Department will be able to pull reports to verify your course completion.