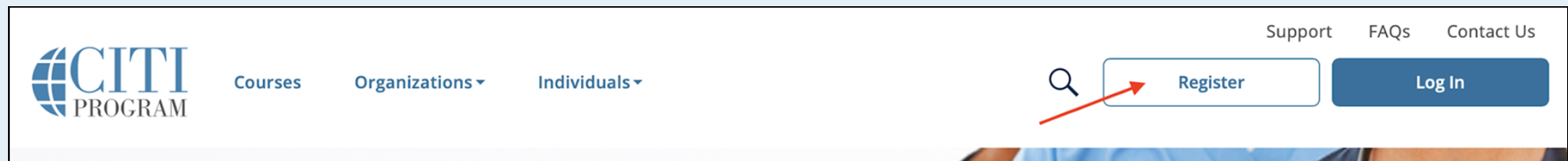




How to sign up for the CITI Export Control Course



Go to www.citiprogram.org and click on the “Register” button located in the top right-hand corner

***If you have already registered with CITI, skip to page 7.**

Select Your Organization Affiliation

- UWF students, faculty and staff will select “University of West Florida” from the drop down box.
- Check off the two boxes underneath. Do not register as an Independent Learner, or you will be charged.
- Click the “Continue to Create your CITI Program Username/ Password button” to continue.

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. ⓘ

University of West Florida

University of West Florida only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration.

I AGREE to the [Terms of Service](#) and [Privacy Policy](#) for accessing CITI Program materials.

I affirm that I am an affiliate of University of West Florida.

Continue To Create Your CITI Program Username/Password

or

Independent Learner Registration

Use this option if you are paying for your courses. This option is for persons not affiliated with a CITI Program subscriber organization, or who require content that their organization does not provide. Fees apply. Credit card payment with American Express, Discover, MasterCard or Visa is required. Checks are not accepted.

I AGREE to the [Terms of Service](#) and [Privacy Policy](#) for accessing CITI Program materials.

Complete the Registration Steps

Step 2: Creating login credentials using your UWF email address.

Step 3: Adding a Security Question and Answer

Step 4: Country of Residence. [Optional: Connecting your [ORCID iD](#)]

Step 5: Continuing Education Credit preferences

Step 6: Enter the required information. Some information is voluntary.

Step 7: Select Curriculum

This page will consist of eight questions.

Questions 1-3 are only related to IRB applications and can be skipped if not applicable.

Question 4 is related to Responsible Conduct of Research and is only required for certain grants. If not applicable, select “Not at this time”

Select Curriculum

University of West Florida

[View instructions page.](#)

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.

- 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.
- IRB Chair
- Not at this time.

Selecting Curriculum: Questions 6-8

5. Conflicts of Interest: Only required for certain grants. See the [FCOI website](#) for more information. If not applicable, select “No”

6. Laboratory Animal Research- Only required for IACUC applications.
If not applicable, skip this question.

7. Export Controls: Select “CITI Export Controls and Submit!

Question 8

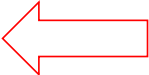
Export Controls

Please make your selection below to enroll into the CITI US Export Control Regulations course.

CITI Export Controls

Not at this time.

Submit



What the Export Control Course will look like

*Most modules take 10-20 minutes to complete.

Has several very informative “Optional Modules”

CITI Export Controls Course
University of West Florida

You completed the mandatory elements of this course on **25-Mar-2021** with a final reported average score of **100%**. This is the date and score recorded in the Completion Report sent to your institution.

[View - Print - Share Record](#)

- You may review any of the course content and retake quizzes, including those for supplemental optional modules, but your reported quiz scores and dates will not change.
- You do not receive any extra credit for this course if you retake quizzes or complete additional quizzes on supplemental materials.
- In some cases, completion of additional modules may be required for eligibility for CEU credits.
- Additional completions and new quiz scores may transfer to other CITI Program courses, if you register for courses that include those modules. You must login using the same account, and the other institution must allow transfer credit.

NOTE: YOUR COURSE IS CURRENT AND A NEW COMPLETION REPORT WILL NOT BE GENERATED.

Required Modules

Modules	Completed	Score	
Introduction to Export Compliance (ID 16800)	25-Mar-2021	100%	Review

If you are already registered with CITI, but don't see the Export Control course listed.

- Go to citiprogram.org and log in
- Select “View Courses



Institutional Courses

Institutional Courses are available to learners who have an affiliation with one of our 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 West Florida

Would you like to affiliate with another Institution?

[View Courses](#)

[Add Affiliation](#)

Scroll down until you get to the bottom of the page.

Select “Add a Course”

Learner Tools for University of West Florida

- [Add a Course](#)
- [Remove a Course](#)
- [View Previously Completed Coursework](#)
- [Update Institution Profile](#)
- [View Instructions Page](#)
- [Remove Affiliation](#)

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University of West Florida

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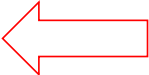
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