

How to access CITI for the IACUC required course(s).

Go to <http://www.citiprogram.org> and click on the "Register" button located in the blue log in box to the right of the homepage.

Step 1: Choose a participating institution from the search box. UWF students, faculty, and staff will type and select "University of West Florida". After this you will agree to terms of service, affirm your affiliation and select "Continue to Create Your CITI Program Username/Password."

[LOG IN](#) [LOG IN THROUGH MY ORGANIZATION](#) [REGISTER](#)

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](#)

Step 2: Learner Registration

Input your First Name, Last Name, and Email address.

CITI - Learner Registration - University of West Florida

Steps: 1 2 3 4 5 6 7

Personal Information

* Indicates a required field.

* First Name	* Last Name
<input type="text"/>	<input type="text"/>
* Email Address	* Verify email address
<input type="text"/>	<input type="text"/>

We urge you to provide a second email address, if you have one, in case messages are blocked or you lose the ability to access the first one. If you forget your username or password, you can recover that information using either email address.

Secondary email address	Verify secondary email address
<input type="text"/>	<input type="text"/>

Continue To Step 3

Step 3: Adding a Security Question and Answer

Step 4: Enter your country of residence. [Optional: Connecting your [ORCID iD](#)] Then select “continue.”

Step 5: Some professionals can earn continuing education credits by completing the CITI program. As students, you should select, “No.” Then select “continue.”

Steps: 1 2 3 4 **5** 6 7

* Indicates a required field.

*** Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?**

CITI is pleased to offer CE credits and units for purchase to learners qualifying for CE eligibility while concurrently meeting their institutions training requirements.

CE credits/units for physicians, psychologists, nurses, social workers and other professions allowed to use AMA PRA Category 1 credits for re-certification are available for most CITI courses – please see “Course List” link under the “CE Credits” tab on login page for details.

Please register your interest for CE credits below by checking the “YES” or “NO” dots, and, when applicable, types of credits you wish to earn at bottom of page. Please read texts entered for each option carefully.

Yes
At the start of your course, you will be prompted to click on a “CE Information” page link located at the top of your grade book and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives, faculty disclosures, types, number and costs of credits available for your course.

Yes

No
The CE functionality will not be activated for your course. Credits and units will therefore not be available to you for purchase after you start your course. You can change your preference to “YES” before such time however by clicking on the “CE Credit Status” tab located at the top of your grad book page.

No

Step 6: Enter the required additional information. Some information requested is voluntary. Then select “continue.”

Step 7: Select Curriculum

This will provide seven questions regarding a variety of courses. Question 5 requires an answer but is not required by the IACUC and can be answered “No”.

The only question that you will need to answer for animal care and use is Question #6: Laboratory Animal Research. You will need to select the first checkbox “Working with the IACUC Course” and any other item that is applicable to your protocol

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.

Required
for all
protocols

"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.

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

ONLY required if
applicable to
your protocol

I work with Frogs, Toads or other Amphibians

I work with Mice. Family: Muridae Cricetidae

I work with Rats. Genus: Rattus

I work with Hamsters. Family: Muridae

I work with Guinea Pigs

I work with Fish

I work with Zebrafish

Wildlife Research

If your project
involves a listed
animal group, you
must select and
complete the
course.

Once finished with the required course(s), you will need to include the CITI certificate in your IACUC application. For any questions regarding accessing CITI or IACUC training requirements, please contact the [IACUC office](#).