



FLORIDA STATE UNIVERSITY
COLLEGE OF MEDICINE

Required Training on the Protection of Human Subjects in Research New User Instructions

About the CITI Course:

- Free, self-guided, online courses
- Trainees can leave and re-enter courses at their convenience
- Certification is valid for three years, at which time a free refresher course will be available to you.

Registration link: <https://www.citiprogram.org>.

1. Select Your Organizational Affiliation as **“Florida State University”**
****DO NOT select “Florida State University College of Medicine”**
2. Agree to the Terms of Service and Privacy Policy.
3. Confirm that you are an affiliate of Florida State University.
4. Enter your personal information. If you have an account with myFSU, the email address that you select as your CITI preferred email address must match either your preferred or business email address listed in your myFSU portal. This match is important for automatic CITI downloads into the new RAMP system, launching in June 2019.
5. Create your USERNAME, PASSWORD (case sensitive), and answer a SECURITY question.
6. If you are interested in receiving CEUs, select this option now. Note the associated cost.
7. Complete the required registration information for Florida State University.
 - a. Institutional Email Address
 - b. Department: College of Medicine
 - c. Role in Research: select appropriate role in research such as clinical researcher, co-investigator, PI, site coordinator, or other applicable field
8. Skip directly to questions 6 and 7 to select your CURRICULUM:

Question 6: Good Clinical Practice (GCP)

If your study meets the [NIH definition of a clinical trial](#) you must complete a 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)

SBS (Social and Behavioral Research)

Question 7: Human Subjects Research

Select the training which corresponds to your research:

FSU Faculty, Staff and Students – Biomedical/Clinical

FSU Faculty, Staff and Students – Social/Behavioral

9. Click “complete registration,” then “finalize registration.”