



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

About the CITI Course:

- You may leave and re-enter courses at your convenience.
- Certification is valid for three years.

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

1. Select your organizational affiliation as **“Florida State University”**.
2. Agree to the Terms of Service and Privacy Policy.
3. Affirm that you are an affiliate of Florida State University.
4. Enter your personal information, including NAME and PREFERRED E-MAIL address. In order to take advantage of automated CITI training downloads into the FSU IRB system (RAMP), the e-mail address that you list as your CITI preferred e-mail address, must match either your preferred or business e-mail address in your myFSU portal. Update your e-mail address accordingly.
5. Create your USERNAME, PASSWORD (case sensitive), and answer a SECURITY question.
6. Complete your country of residence.
7. If you are interested in receiving CEUs, select this option now. Note the associated cost.
8. Complete the required REGISTRATION information for Florida State University.
 - a. Institutional E-mail Address: Please use your FSU or FSU College of Medicine email address so that your CITI status can be automatically uploaded into the FSU RAMP system.
 - 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.
9. Skip directly to questions 6 and 7 to begin selecting your CURRICULUM. Q7 is required for all IRB submissions. Q6 is only required if your study meets the NIH or FDA definition of a clinical trial.

Question 6: Good Clinical Practice (GCP)

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)

GCP Social and Behavioral Research Best Practices for Clinical 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

Curriculum Questions 8-11 are optional.

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