Instructions for accessing On-line Training Courses
Collaborative Institutional Training Initiative (CITI)

1. Open web browser. Enter CITI web address in the address bar: www.citiprogram.org

2. Click on the link, “Register”

3. In the “Select your Organization” search box, enter “University of Mississippi Medical Center”.

4. Select a username and password.

5. Follow the instructions, entering the requested information.

6. CITI Course Enrollment Procedures:
   Questions 1 & 2 address Human Research. Choose option “I am not involved in Human Research” to opt out.

   Questions 4 & 5 are the Laboratory Animal Welfare enrollment questions.

7. Question 4: Choose “Working with the IACUC” course*.

8. Question 5: Check each box for any species with which you will work.

   You only have to enroll in the Laboratory Animal Welfare courses. You may skip questions 6 -10.

9. Click submit.

10. Complete the courses assigned. NOTE: On your list of courses, “Working with the IACUC” course is listed as Investigators, Staff and Students.

11. If you need to add courses at a later date (e.g. working with a new animal species), click on “add a course or update your learner groups”. Repeat steps for answering the CITI Course Enrollment questions.

*The institution adopted Responsible Conduct in Research training for all personnel working in research. The IACUC incorporated the RCR modules into our Basic Training and Refresher Course (Working with the IACUC). Completion of this course meets the RCR training requirement.

If you have any questions, please contact Amanda Kinslow (4-1385, amurray@umc.edu)