



AgriLife IACUC CITI Training Instructions For Project Investigators and all AUP/SOP personnel

The AgriLife IACUC requires the completion of the “*Working with the IACUC*” course in CITI to fulfill your mandatory training requirement. The Texas A&M AgriLife IACUC Administrative Coordinator will then be able to track completion of these trainings through CITI itself and provide verification to the AgriLife IACUC that all training has been satisfied before approval of an AUP.

Each course is comprised of several modules. You do not have to complete the course all in one session. **A cumulative score of 80% is required to pass.**

1. Go to the CITI homepage: <https://www.citiprogram.org/>.
2. Click on the "Register" button in the "Create an Account" box.
3. Start typing "Texas A&M University" in the "Select Your Organization Affiliation" box and select it when it appears.
4. Create your Username and Password in the following page.
5. Answer the questions about your gender, ethnicity, and race in the following page.
6. Answer "No" in the Continuing Education Unit (CEU) credit question.
7. Answer the Texas A&M University questions (E.g., employee/student ID, role in research, etc.) in the following page.
8. Select your required curriculum. Answer Question 2 by selecting the “Working with the IACUC” course. Answer any additional questions by selecting “not at this time”.
9. Click the “Submit” button to finalize your registration and you will see a green check indicating that your registration is complete.
10. On the next page you will be able to begin the training.
11. Complete the Integrity Assurance Statement before beginning the course by selecting I AGREE.
12. Complete the required RCR modules and associated quizzes, achieving an aggregate score of 80%.
13. When you complete all of the required modules successfully, you may print your completion report through the "Print" link on the learners menu.

Have Questions?

If you are having difficulty with the CITI training course, e-mail the Research Compliance Coordinator at ethics-compliance@ag.tamu.edu .