

CITI RCR Training Instructions

Registration and Course Completion Information

This training is being assigned because of your involvement in National Science Foundation (NSF), United States Department of Agriculture – National Institute of Food and Agriculture (USDA-NIFA) or certain National Institutes of Health (NIH) funded projects.

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. On Question 5, select a Responsible Conduct of Research Course that is similar to your degree/research area. These courses may not fit your exact line of research. You will only need to make a selection in Question 5 to enroll in an RCR course.

Question 5

Responsible Conduct of Research

Please make your selection below to receive the courses in the Responsible Conduct of Research.

- Biomedical Responsible Conduct of Research Course
- Social and Behavioral Responsible Conduct of Research Course
- Physical Science Responsible Conduct of Research Course
- Humanities Responsible Conduct of Research Course
- Responsible Conduct of Research for Engineers
- Responsible Conduct of Research for Administrators

9. Finalize 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. Select Texas A&M University.
12. Click on the name of the previously selected RCR course.
13. You do not have to take the pre-course assessment.
14. Complete the Integrity Assurance Statement before beginning the course by selecting I AGREE.
15. Complete the required RCR modules and associated quizzes, achieving an aggregate score of 80%.
16. When you complete all of the required modules successfully, you must print your completion report through the "Print" link on the learners menu. Send the completions to Alex Cleghorn (alexandra.cleghorn@ag.tamu.edu) to have the completions manually inputted into TrainTraq.

For more information about the requirement of RCR Training and your funding source:

NSF: <https://www.nsf.gov/bfa/dias/policy/rcr.jsp>

USDA-NIFA: https://www.nsf.gov/pubs/policydocs/rtc/agency specifics/nifa_213.pdf NIH: <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-019.html>

If you have any questions, please email Alex Cleghorn at Alexandra.Cleghorn@ag.tamu.edu or Jamie Ausley at JLAusley@ag.tamu.edu