

## **REGISTERING, ENROLLING & COMPLETING CITI TRAINING**

AUBURN CITI WEBSITE ACCOUNT GUIDANCE: https://cws.auburn.edu/ovpr/pm/compliance/CITI-SSO

Follow the guidance to access or create a CITI Account affiliated with Auburn University.

## STEP 1: COURSE ENROLLMENT

- Select the course(s) you wish to take.
- Click "Complete Registration."

## COURSE COMPLETION:

- Courses selected in STEP 1 will be listed on your "Main Menu."
- To begin training, **click on the course you wish to take.** You will see a list of the required modules. After you read the educational information provided in a module, you may be asked to complete a quiz covering that information.

## NOTES

- All modules do not have to be completed at one time.
- You must complete the course with at least an 80% score.
- To print a Course Completion Report, click on "Completion Report" beside the course on your "Main Menu."
- For technical problems, contact citisupport@med.miami.edu. For questions regarding research compliance training requirements, contact the Office of Research Compliance (334-844-5966).

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