CITI Training Registration Instructions

Registration: Go to www.citiprogram.org and select the “Register” Link in the Create an Account box.

1. Choose Baylor University as your Organization Affiliation. Continue to Step 2.

2. Enter your first name, last name, and your Baylor email address. You may enter a secondary email address as a backup, but it is not necessary.
3. Create a personal username and password. These should both be things that you will easily remember. Then select a security question in case you forget your login information.
4. Fill out your corresponding gender, ethnicity, and race. If you would prefer not to answer these, you may select that option for each question

<table>
<thead>
<tr>
<th>Gender, Ethnicity and Race</th>
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</thead>
<tbody>
<tr>
<td>Why does CITI Program ask about your gender, race and ethnicity?</td>
</tr>
<tr>
<td>Why does CITI Program use these categories?</td>
</tr>
<tr>
<td>* Indicates a required field.</td>
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</tbody>
</table>

**I identify my Gender as:**
- Female
- Male
- Transgender or Other
- Prefer not to answer

**I identify my Ethnicity as:**
- Hispanic or Latino
- Not Hispanic or Latino
- Prefer not to answer

**I identify my Race as: (you may select more than one)**
- American Indian or Alaska Native
- Black or African American
- Asian
- Native Hawaiian or Other Pacific Islander
- White
- Prefer not to answer
5. For Section 5 your answer will generally be “No”, Baylor does not offer any CEU’s for CITI Training Modules. The surveys referred to in the following question are associated with the CITI program, not Baylor University. Whether you participate or not is at your discretion.

6. After you click the Submit Button, you will be asked for some additional information. Only the fields with an asterisk next to it are required.
   a. For your institutional email address use your Baylor email address
   b. If you are unsure of “Which course you plan to take?”, choose “Other”
7. After you click the continue button, you will have to scroll to the bottom of the next screen to view the remaining enrollment questions. For Question 1, please select the last option, “No human research course needed”. You may skip the other questions except number 2 and 3, Responsible Conduct of Research (RCR) and Conflict of Interest (COI) mini-course. Select “Yes”. Then select “Complete Registration” at the bottom.
8. You are now finished. Click “Finalize Registration” and your registration is complete.

**CITI - Learner Registration**

Your registration with Baylor University is complete.

Finalize registration