

# **RCR (RESPONSIBLE CONDUCT OF RESEARCH)**

## **EDUCATION PROGRAMS (CITI)**

SUNY New Paltz uses the online Collaborative IRB Training Initiative (CITI) to satisfy compliance with Federal RCR education requirements.

### **Collaborative IRB Training Initiative**

Please print the following instructions **before** following the link to [www.citiprogram.org](http://www.citiprogram.org) to begin your training.

#### **Registering for the Course:**

- Click on New Users “Register Here” Link.
- Select your institutional affiliation (State University of New York – New Paltz) under the heading “Participating Institutions”.
- Establish a username and password. Then create a profile, filling out all required fields.

**Important: Be sure to give a valid email address at which you may be contacted.**

#### **Selecting Curriculum:**

Do not make a selection under either Questions 1 and 2 unless your research includes human subjects.

Question 3: Select the Responsible Conduct of Research Course that best describes your discipline. These courses contain text, embedded case studies and quizzes.

- The next screen will validate your registry with SUNY New Paltz. If you need to submit other affiliations, click “Yes”; if not, click “No” to continue.

**Learner's Menu:**

- This screen will tell you what course you are enrolled in and will display your Course Completion History. You may re-enter this menu at any time in order to update your profile information or to continue working on the course modules.
- A passing score of 70% is required to earn a training certificate.

**Certification:**

Once you have completed your course, please download a copy of your transcript for your records or for providing to your instructors if required.