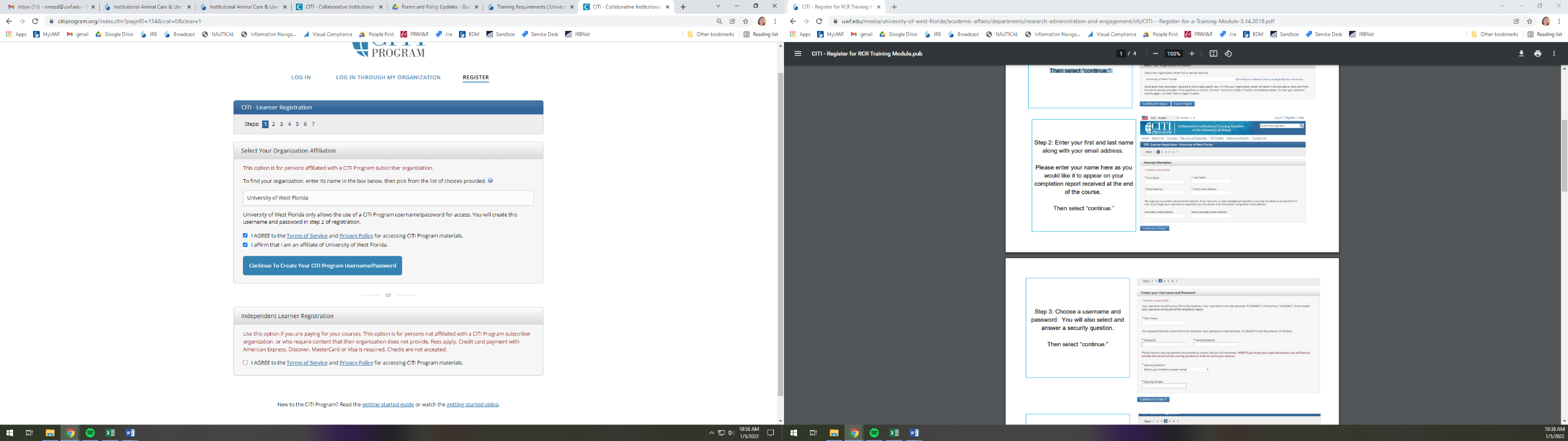
**IACUC CITI Instructions**

**How to access CITI for the IACUC required course(s)**

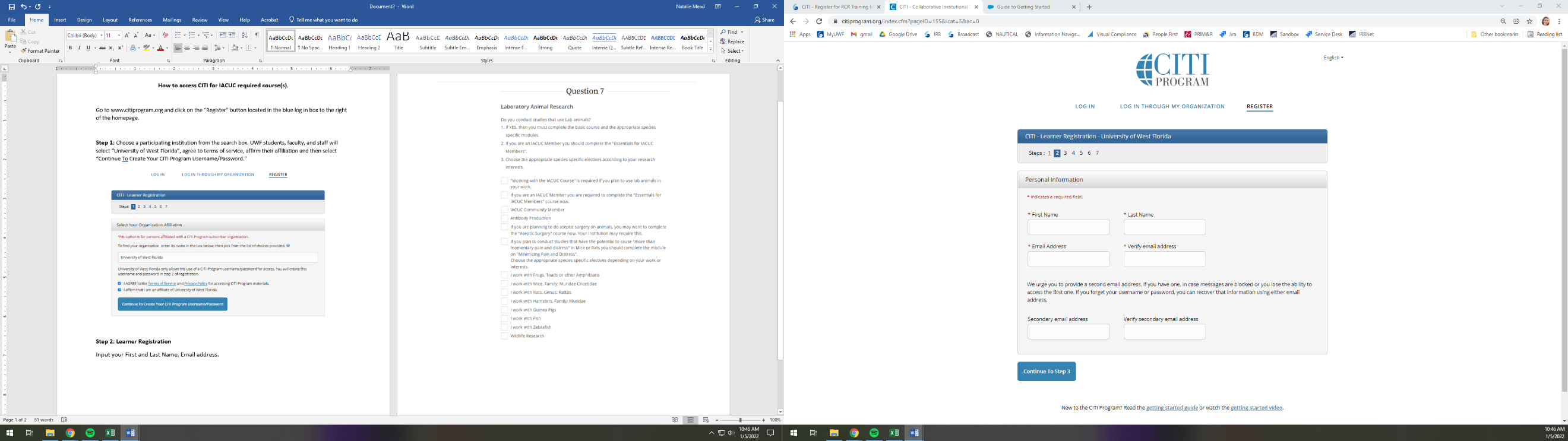
Go to <http://www.citiprogram.org> and click on the "Register" button located in the blue log in box to the right of the homepage.

**Step 1:** Choose a participating institution from the search box. UWF students, faculty, and staff will type and select “University of West Florida”. After this you will agree to terms of service, affirm your affiliation and select “Continue to Create Your CITI Program Username/Password.”



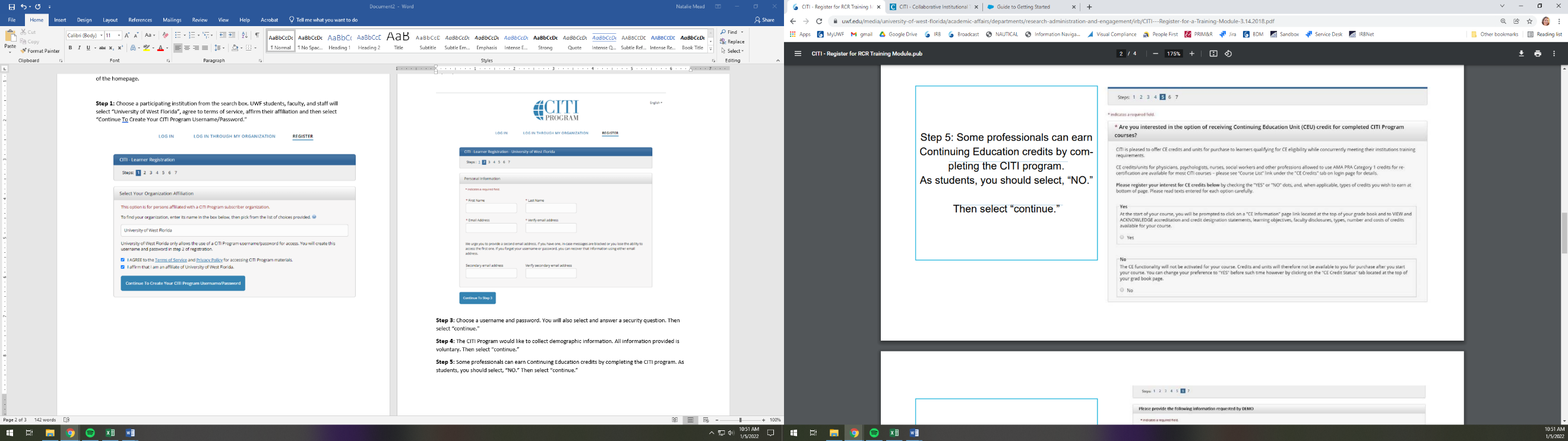
**Step 2:** Learner Registration

Input your First Name, Last Name, and Email address.



**Step 3:** Choose a username and password. You will also select and answer a security question. Then select “continue.”

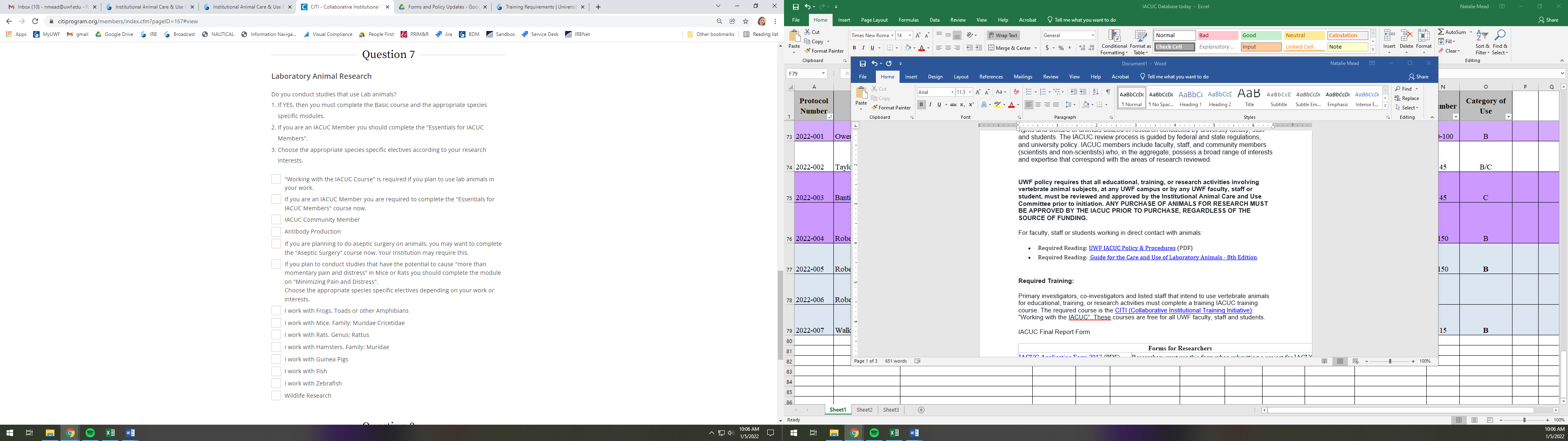
**Step 4:** The CITI Program would like to collect demographic information. All information provided is voluntary. Then select “continue.”

**Step 5:** Some professionals can earn continuing education credits by completing the CITI program. As students, you should select, “No.” Then select “continue.” 

**Step 6:** Enter the required additional information. Some information requested is voluntary. Then select “continue.”

**Step 7:** Select Curriculum

This will provide seven questions regarding a variety of courses. Question 6 requires an answer but is not required by the IACUC and can be answered “No”. The only question that you will need to answer for animal care and use is Question #7. **You will need to select the first checkbox “Working with the IACUC Course” and any other item that is applicable to your protocol**



If your project involves a listed animal group, you must select and complete the course.

ONLY required if applicable to your protocol

Required for all protocols

Once finished with the required course(s), you will need to include the CITI certificate in your IACUC application. For any questions regarding accessing CITI or IACUC training requirements, please contact the IACUC office at [nmead@uwf.edu](mailto:nmead@uwf.edu).