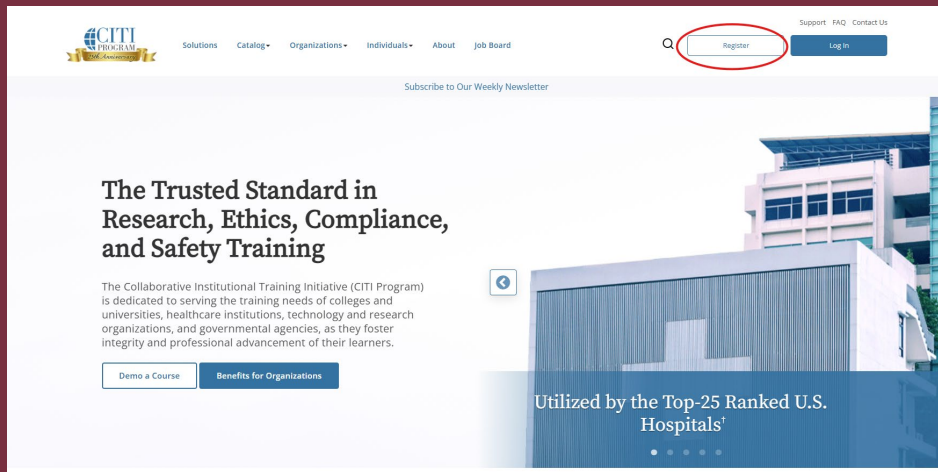


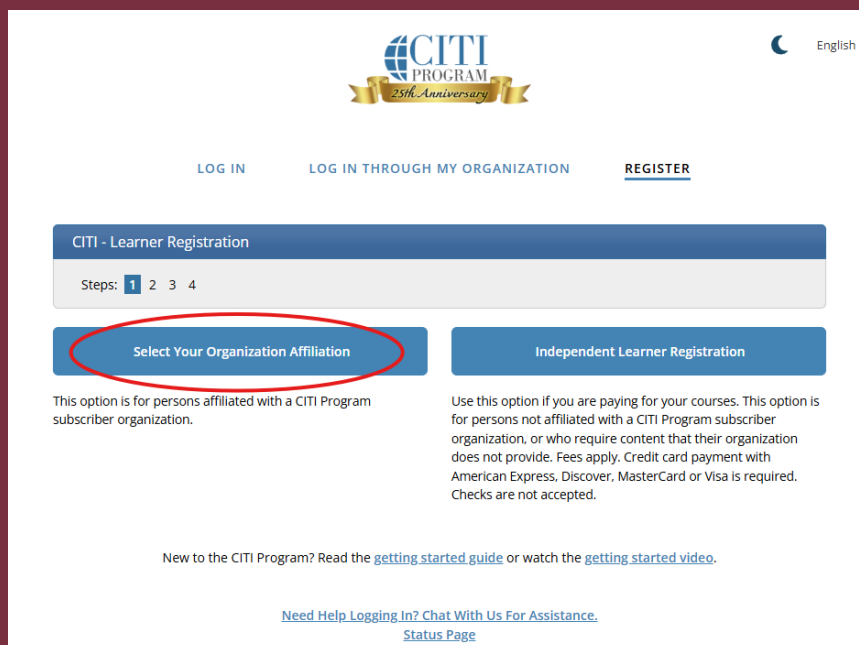
# Research Security Training

## How to Create a CITI Account

1. Go to the CITI Website: <https://about.citiprogram.org/>
2. Select “Register” in the top right corner of the webpage



3. Select “Select Your Organization Affiliation”



# Research Security Training

## How to Create a CITI Account

4. In the field, type and select “Florida State University.” Check the box “I agree” and affirm you are an affiliate of FSU. Select “Create a CITI Program account.”

CITI PROGRAM  
25th Anniversary

LOG IN LOG IN THROUGH MY ORGANIZATION REGISTER

CITI - Learner Registration

Steps: 1 2 3 4

Select Your Organization Affiliation

This option is for persons affiliated with a CITI Program subscriber organization.

To find your organization, enter its name in the box below, then pick from the list of choices provided. ⓘ

Florida State University

Florida State University allows the use of Single Sign On (SSO) or a CITI Program username/password for access.

Single Sign On (SSO) requires a username and password issued by Florida State University.

☒ I AGREE to the [Terms of Service](#) and [Privacy Policy](#) for accessing CITI Program materials.

☒ I affirm that I am an affiliate of Florida State University.

Log In with Florida State University or Create a CITI Program account

[Return to Options](#)

New to the CITI Program? Read the [getting started guide](#) or watch the [getting started video](#).

[Need Help Logging In? Chat With Us For Assistance.](#)  
[Status Page](#)

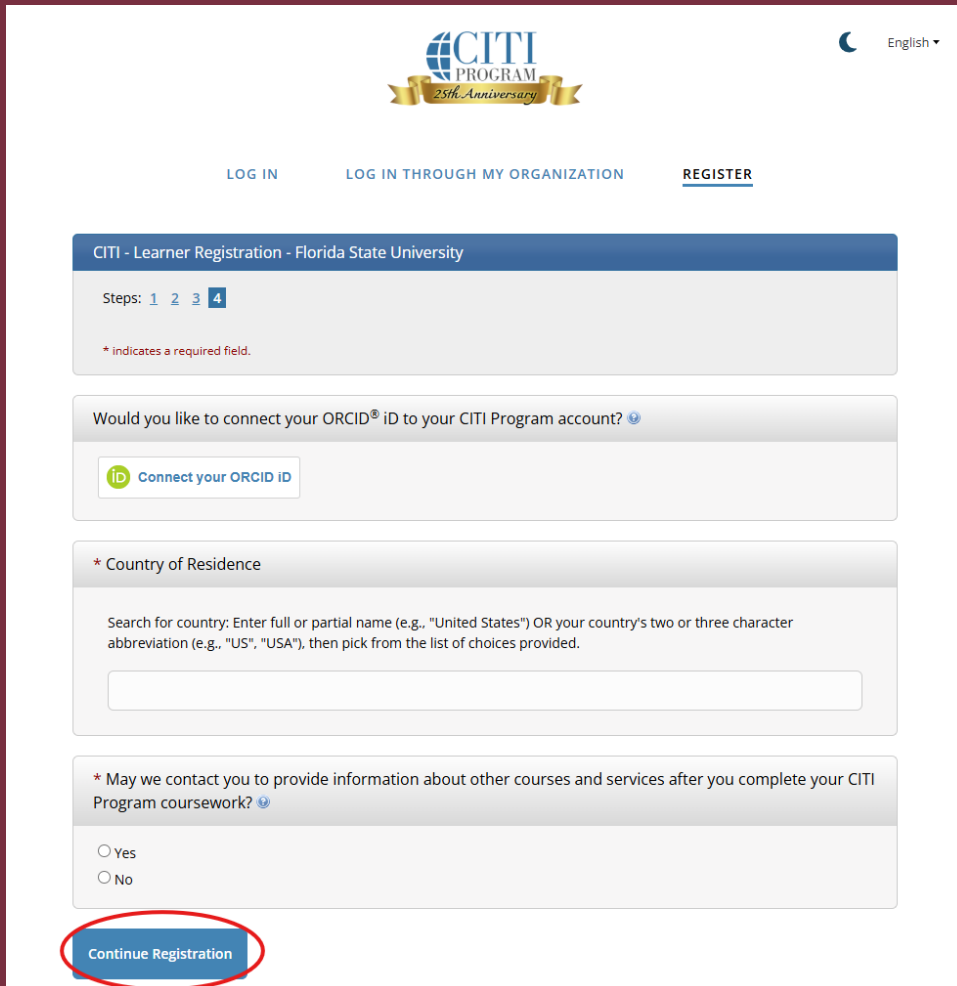
5. Fill out personal information as prompted. For the email address, please use the FSUID (ex. Abc12d) as the primary email address and select “Continue to Step 3.”

6. Create your Username and Password. Choose a Security question and answer. Select “Continue to Step 4.”

# Research Security Training

## How to Create a CITI Account

7. Determine whether you would like to connect your CITI account to your ORCID iD. Type in your Country of Residence and select whether CITI may contact you to provide information about other courses. Select “Continue Registration.”



The screenshot shows the CITI Program Learner Registration page for Florida State University. The page has a header with the CITI Program logo and a 25th Anniversary banner. The navigation bar includes links for LOG IN, LOG IN THROUGH MY ORGANIZATION, and REGISTER. The main content area is titled "CITI - Learner Registration - Florida State University" and shows the progress steps: 1, 2, 3, and 4. A note indicates that an asterisk (\*) denotes a required field. The current step is 4, which includes the following questions and input fields:

- Would you like to connect your ORCID® iD to your CITI Program account? (with a help icon)
- 
- \* Country of Residence
- Search for country: Enter full or partial name (e.g., "United States") OR your country's two or three character abbreviation (e.g., "US", "USA"), then pick from the list of choices provided.
- 
- \* May we contact you to provide information about other courses and services after you complete your CITI Program coursework? (with a help icon)
- ☐ Yes
- ☐ No
- (highlighted with a red circle)

8. Answer “No” or “Yes” to whether you are a licensed professional who would like to earn CE credits.

9. Complete the affiliation with an institution page and select “Next.”

# Research Security Training

## Accessing the Research Security Training (Combined) Module

1. Log into your CITI account and scroll to the bottom of the page. Select “Add a Course.”



**Completed Courses** [Learner Tools](#)

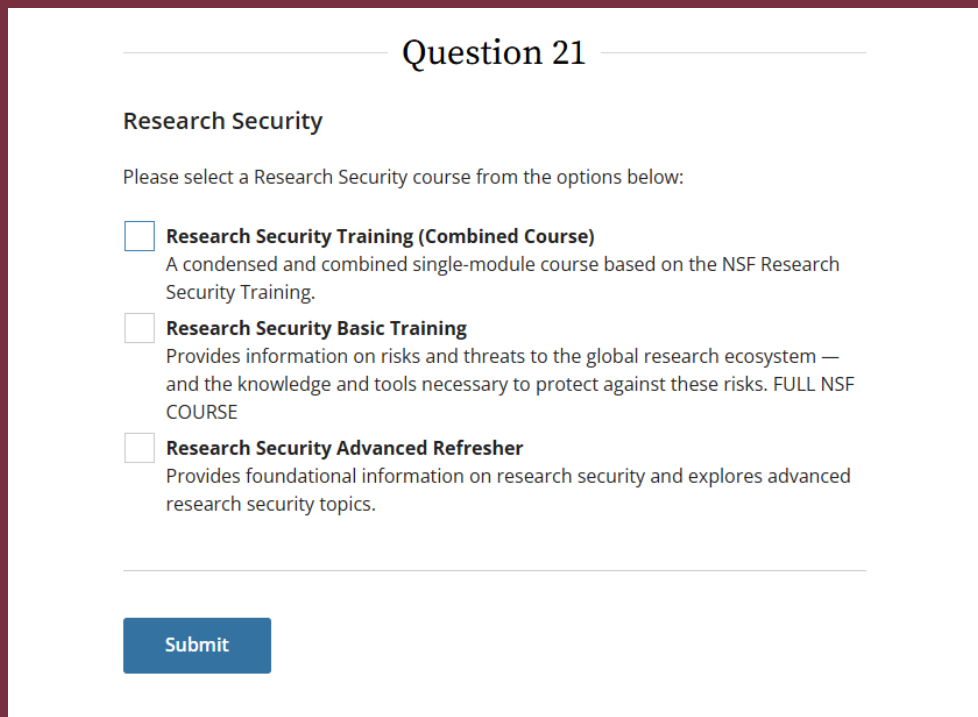
You have not recently completed any courses for this Institution. Full records of past completions are available in [Records](#).

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**Learner Tools for Florida State University**

- [Add a Course](#)
- [Remove a Course](#)
- [View Previously Completed Coursework](#)
- [Update Institution Profile](#)
- [View Instructions Page](#)
- [Remove Affiliation](#)

2. Scroll down to Question 21 and select “Research Security Training (Combined Course).” Select “Submit.”



**Question 21**

**Research Security**

Please select a Research Security course from the options below:

- ☐ **Research Security Training (Combined Course)**  
A condensed and combined single-module course based on the NSF Research Security Training.
- ☐ **Research Security Basic Training**  
Provides information on risks and threats to the global research ecosystem — and the knowledge and tools necessary to protect against these risks. FULL NSF COURSE
- ☐ **Research Security Advanced Refresher**  
Provides foundational information on research security and explores advanced research security topics.

**Submit**