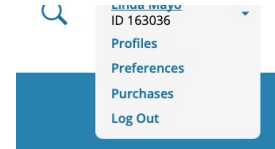


Instructions to Complete CITI Training

Log into CITI: Copy and paste the following URL into your web browser: <https://www.citiprogram.org>. Follow the on screen instructions to log into CITI.

Note: The CITI account is not linked to your UNM NetID account. If you forget your username/password, follow on-screen instructions to retrieve your information.

Affiliate with UNM Main Campus: Once you have successfully logged into CITI, on the arrow next to your name to open your Profile. Choose “Add Institutional Affiliation” and select “University of New Mexico, Main Campus”.



Selecting Training Course: After affiliating with UNM, Main Campus, you will choose a learner group. **Choose the required “Main Campus Researchers” group.** You are required to take eight (8) required modules and four (4) elective modules (from a selection of 21). You may also choose to take supplemental trainings.

*** Select Your Organization Affiliation**

* indicates a required field.

Search for organization: Enter full or partial name

Question 1

Human Subjects Research

Please choose one learner group below based on your role and the type of human subjects activities you will conduct. You will be enrolled in the Basic Course for that group.

Choose one answer

Main Campus Researchers

Main Campus IRB Members

Not at this time, thank you.

View/Complete CITI Courses: Click on “University of New Mexico, Main Campus Courses” to view your selected course(s). Click on the course title to complete the required modules.

University of New Mexico, Main Campus Courses			
Course	Status	Completion Report	Survey
Main Campus Researchers	Passed 09/20/2015	View-Print-Share	Post-course evaluation

Status/Print CITI Completion Report: Once the course has been completed and passed, the Status will read “Passed.” Then you will be able to print a completion report or certificate. *Note: If **Status** does not say “Passed,” you must complete the required modules in the course.*

Change Course Selection: To update your course selections, choose “Add a Course.”

Instructions Page: Click the “View instructions page” link for assistance.

My Learner Tools for University of New Mexico, Main Campus

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

For further assistance, contact the UNM Office of the Institutional Review Board at: IRBMainCampus@unm.edu or (505) 277-2644