

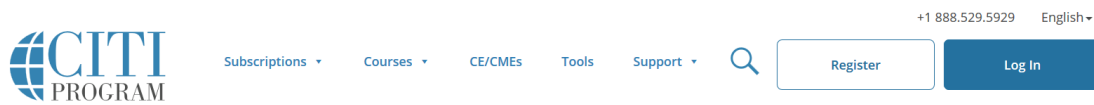
INSTRUCTIONS FOR ACCESSING RESPONSIBLE CONDUCT OF RESEARCH TRAINING THROUGH CITI PROGRAM

NSF, NIH, and USDA – NIFA: individuals are expected to receive formal instruction in ethical considerations and decision making in Responsible Conduct of Research (RCR) that is appropriate for their disciplines and respective research careers.

NSF | USDA – NIFA: an individual can fulfill this requirement by completing Responsible Conduct of Research (RCR) Training through CITI Program. NIH: Responsible Conduct of Research (RCR) Training through CITI Program alone does not fulfill NIH’s requirement. NIH requires substantial face-to-face discussion (at least eight contact hours). If funding support is from NIH, there need to be another form of training in addition to the CITI Program.

Instructions for signing up Responsible Conduct of Research (RCR) Training through CITI Program:

- Go to <https://www.citiprogram.org>
- Begin by **registering** if you do not already have a user name & password



Research Ethics and Compliance Training



- Step 1 Learner Registration - enter “San Francisco State University.”
- Steps 2-4, proceed with answering the questions in these steps.
- Step 5, select “No” when prompted with the following question: “Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?” Note: You can change your preference to “YES” at a later time.
- Step 6, proceed with answering the questions in this step.
- Step 7, select the Responsible Conduct of Research course that is most relevant to your field of study:

Question 3

Responsible Conduct of Research

Please make your selection below to receive one of the courses in the Responsible Conduct of Research.

Choose one answer

- Biomedical Responsible Conduct of Research Course
- Social and Behavioral Responsible Conduct of Research Course
- Physical Science Responsible Conduct of Research Course
- Humanities Responsible Conduct of Research Course
- Responsible Conduct of Research for Engineers
- Responsible Conduct of Research for Administrators
- Not at this time.

- Click the button to complete the modules in the Responsible Conduct of Research.
- Upon completion of Responsible Conduct of Research through CITI, please upload your training certificate to the portal system on the website.