

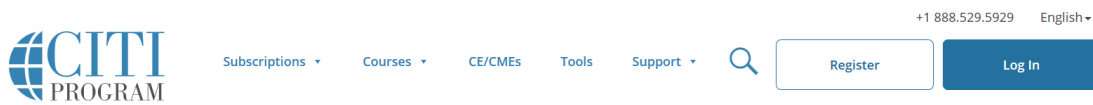
## INSTRUCTIONS FOR ACCESSING RESPONSIBLE CONDUCT OF RESEARCH TRAINING THROUGH CITI PROGRAM

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: <https://research.sfsu.edu/content/rcr-proof-training>