

CITI ANIMAL WELFARE TRAINING

Undergraduate Students Performing Field Studies

All investigators and their research staff engaged in the use of animals for research, education and testing must complete the online Collaborative Institutional Training Initiative (CITI) program prior to working with species.

How do I Register as a new user and obtain training?

On your computer, go to the website www.citiprogram.org . Click on the “Click Here to Register” link and follow Steps 1 – 7.

1. On the “Organization Affiliation” screen, to select “Organization Affiliation”, start typing “Drexel University”. Select Drexel University when it appears as a search result option. Continue to Step 2.
2. On the next screen, complete “Personal Information” (name and e-mail address). Continue to step 3.
3. On the “Create you User Name and Password” screen, create your user name and password, select a security question and enter the answer. Continue to Step 4.
4. On the “Gender, Ethnicity and Race” answer questions and Continue to Step 5.
5. In the “Continuing Education Unit Credit” screen, select NO for continuing education credits. Answer whether you wish to participate in CITI surveys. Continue to Step 6.
6. In the “Information Requested by Drexel University” screen, enter the requested information. For “Role in research” use the drop-down menu to select Student Researcher – Undergraduate. Continue to Step 7.
7. In the Categories of Courses screen, select Lab Animal Research. Click on the Next button.
 - a. Select Learner Group 2. Click on the Next button.
 - b. Select Wildlife Research. Click on the Next button.

Although four courses will be offered, undergraduate students performing field studies are only required to take the following 2 courses:

- a. Investigators, Staff and Students
- b. Wildlife Research

NOTE: In each of these courses there are multiple modules. All modules within a course must be completed to receive “Passed/completed” status. Passing grade for each course is 80%.

Can I stop and start training again at a later time?

You can stop and begin any of the courses/modules at any time; however, if you stop in the middle of an exam, the results will not be recorded. To start again after logging out, simply go to www.citiprogram.org and enter your username and password.

How do I obtain a Certificate of Training?

After you completed the required modules you will be issued a completion report. Please print the report and save it as a hard copy for your records and give a copy to your professor.

What do I do if I forgot my password?

If you forgot your user name or password, go to www.citiprogram.org. Click on “Forgot Username or Password” and follow instructions and follow the instructions on the website to obtain your forgotten Username or to reset your password.

Who can I talk to if I have questions?

For questions regarding registration, selection of courses and to verify training records, contact the IACUC Coordinator at 215-255-7861 or email iacuc@drexel.edu.