



## SOP CITI PROGRAM

Para más información referirse al manual del CITI Program.

### 1. Registro por primera vez:

- Entrar al enlace: [www.citiprogram.org](http://www.citiprogram.org)
- Seleccionar registrar
- Afiliarse a la Universidad Central del Caribe (PR)

English

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.

Universidad Central del Caribe (PR)

Universidad Central del Caribe (PR) only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration.

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

I affirm that I am an affiliate of Universidad Central del Caribe (PR).

Create a CITI Program account

### 2. Si ya eres usuario y quieres afiliarte a los cursos de la Universidad Central del Caribe:

- Seleccionar “Add Institutional Affiliation” en la parte inferior de la página principal de su cuenta.

Add Institutional Affiliation  
Register as Independent Learner

### Institutional Courses

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to [add an affiliation](#). If you are no longer associated with a listed institution, you may want to [remove an affiliation](#).

Universidad Central del Caribe (PR) [View Courses](#)

Would you like to affiliate with another Institution? [Add Affiliation](#)

Would you like to remove an existing affiliation? [Remove Affiliation](#)

### 3. Crear el Perfil

- a. Se debe utilizar el email institucional.
- b. Crear usuario, contraseña y pregunta de seguridad.

Steps: 1 2 3 4 5 6 7

**Personal Information**

\* indicates a required field.

\* First Name  \* Last Name

\* Email Address  \* Verify email address

We urge you to provide a second email address, if you have one, in case messages are blocked or you lose the ability to access the first one, if you forget your username or password, you can recover that information using either email address.

Secondary email address  Verify secondary email address

Continue To Step 3

**Todos los campos con asterisco deben ser completados.**

**Puede colocar ambos apellidos (paterno/materno).**

**Entrar una segunda dirección electrónica le ayudará a recuperar información en caso de ser necesario.**

**Seleccione para continuar.**

- c. Continuar contestando varias preguntas demográficas hasta que salga el botón de finalizar registro.

\* indicates a required field.

Language Preference

\* Institutional Email Address

\* Gender

\* Highest Degree

Employee Number

Department

Role In Research

Continuar

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**Completar los campos requeridos con asterisco**

**Importante seleccionar cuál es su rol en la investigación.**

#### 4. Seleccionar los cursos

Una vez registro y afiliado a la UCC le aparecerá la lista de cursos que se ofrecen bajo la suscripción de la Universidad.

- a. Seleccionar cursos según su necesidad de investigación (los temas están divididos por pregunta)

**Question 6**

**Responsible Conduct of Research**

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

- 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.

**Question 7**

Please make your selection below to receive the courses in the Biosafety/Biosecurity Course.

- Introduction to Biosafety
- Basic Biosafety Training
- Biosafety Retraining
- Animal Biosafety
- Shipping and Transport of Regulated Biological Materials
- OSHA Bloodborne Pathogens
- Select Agents, Biosecurity and Bioterrorism
- Emergency and Incident Response to Biohazard Spills and Releases
- Human Gene Transfer Trials
- NIH Recombinant DNA (rDNA) Guidelines
- OSHA Personal Protective Equipment Training
- Institutional Biosafety Committee Member
- Biosafety Complete Training

- b. Una vez seleccionados, en la página principal de su cuenta, podrá ver todos los cursos registrados.

[Learner Tools](#)

Universidad Central del Caribe (PR)  
**Animal Biosafety**  
Stage 1 - Biosafety/Biosecurity

0 / 1 modules completed Start Now

Universidad Central del Caribe (PR)  
**Basic Introduction to Biosafety**  
Stage 1 - Biosafety/Biosecurity

0 / 2 modules completed Start Now

5. Incluir un curso
  - a. en la parte inferior de su cuenta en la página principal seleccionar “Add a Course”
  - b. Le mostrará el listado de cursos y selecciones a su necesidad.

Learner Tools for Universidad Central del Caribe (PR)

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

Si desea añadir o remover un curso, ver trabajo previamente completado, actualizar su perfil, retirar su afiliación con la Universidad puede trabajarlo en esta área.

6. Registro de Certificaciones
  - a. Puede acceder a su registro de certificaciones a través de la pestaña de “Records”

English ▾

CITI PROGRAM   Courses   **Records**   CE/CMEs   Support   Admin   🔍   Demo Tester ID 10009 ▾

## Records

CITI Program (ID 10)

Show Records for:  ▾   [Show All](#)

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**CITI Program Records (ID 10)**

COVID-19: Public Training Series - COVID-19: Back to Campus (2020-2021) (ID 202254)

Stage	Record ID	Passing Score	Your Score	Start Date	Completion Date	Expiration Date	Gradebook	Completion Record
Basic	37193388	100%	100%	27-Jan-2021	27-Jan-2021	-	<a href="#">View</a>	<a href="#">View-Print-Share</a>

COVID-19: Public Training Series - COVID-19: Insights for Higher Ed Leaders (ID 223093)

Stage	Record ID	Passing Score	Your Score	Start Date	Completion Date	Expiration Date	Gradebook	Completion Record
Basic	39540843	100%	100%	28-Jan-2021	28-Jan-2021	-	<a href="#">View</a>	<a href="#">View-Print-Share</a>