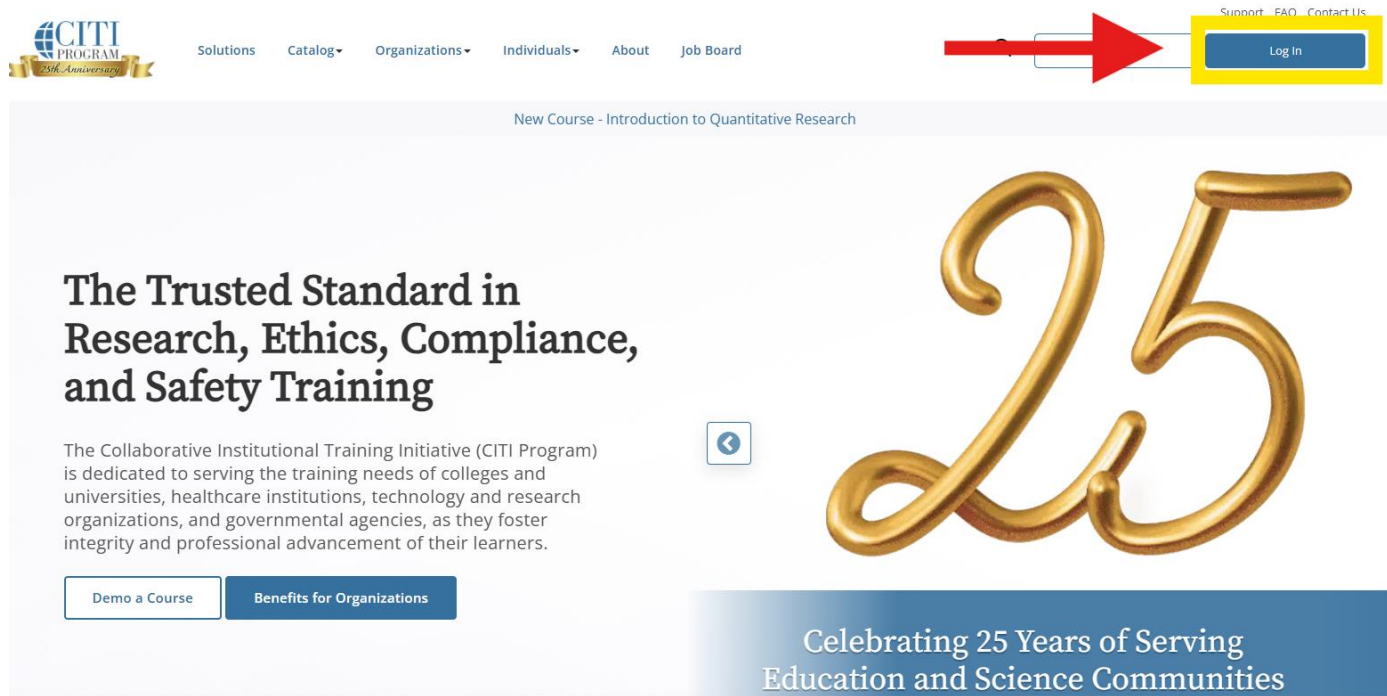


Instructions on how to add or renew your Research Security Course

1. Visit the CITI Program Website: <https://citiprogram.org/>
2. Login to the website



The screenshot shows the CITI Program website homepage. At the top left is the CITI PROGRAM logo with a '25th Anniversary' banner. The navigation menu includes 'Solutions', 'Catalog', 'Organizations', 'Individuals', 'About', and 'Job Board'. In the top right corner, there are links for 'Support', 'FAQ', and 'Contact Us', and a 'Log In' button highlighted with a yellow box and a red arrow pointing to it. Below the navigation is a banner for a 'New Course - Introduction to Quantitative Research'. The main content area features the text 'The Trusted Standard in Research, Ethics, Compliance, and Safety Training' and a paragraph describing the CITI Program's mission. There are two buttons: 'Demo a Course' and 'Benefits for Organizations'. On the right side, there is a large gold '25' graphic and a blue banner at the bottom that reads 'Celebrating 25 Years of Serving Education and Science Communities'.

3. Select the “**My Courses**” tab.



[My Records](#)

[My CEs](#)

[Support](#)

[Admin](#)




4. In the “**Institutional Courses**” section, select “**View Courses**” next to “**University of Texas at El Paso**”.

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](#).

University of Texas at El Paso

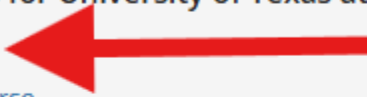


View Courses

5. Scroll down to “**Learner Tools for University of Texas at El Paso**” and select “**Add a Course**”

Learner Tools for University of Texas at El Paso

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



6. Select “**Research Security**” and click “**Next**”

Please choose the appropriate course path(s) based on your research needs:

This question is required. Choose all that apply.

- Responsible Conduct in Research (RCR)
- Human Subjects Research
- Health Information Privacy and Security (HIPS)
- Animal Care and Use
- Export Compliance
- Undue Foreign Influence Course
- Research Security**
- Research Security Advanced Refresher
- Webinars

[Start Over](#)

[Next](#)

7. Select “**Introduction to Research Security**” and click Next.

Research Security

Please select a Research Security from the options below:

Choose all that apply.

Research Security Training (Combined)

Start Over

Next

8. You will get a confirmation that you are enrolled in the course.

 You are now enrolled in the course(s) you selected.

Show Courses for:

University of Texas at El Paso



Institution List

University of Texas at El Paso

Active Courses

[Learner Tools](#)

9. Scroll down to “**Courses Ready to Begin**”, locate “**Introduction to Research Security Basic Course**”, and click the **Start Now** button

Courses Ready to Begin


[Learner Tools](#)

University of Texas at El Paso

Research Security Training (Combined)

Stage 1 - Basic Course

0 / 1 modules completed



[Start Now](#)

For questions or assistance please contact utepresearchtraining@utep.edu