

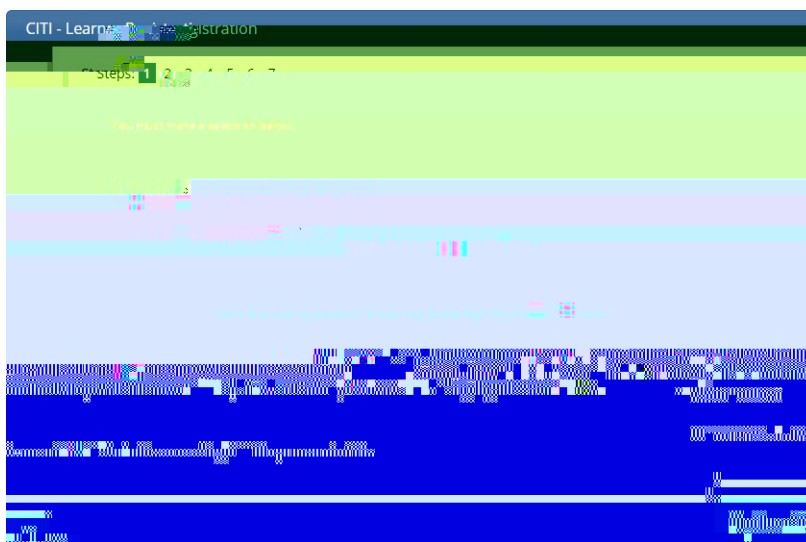
## Step-by-Step Instructions for Animal Research CITI Training

### Welcome to the CITI Program

The University of Denver (DU) Institutional Animal Care and Use Program (IACUC) Collaborative Institutional Training Initiative (CITI) Program has been customized specifically for DU researchers.

### To Register:

1. From the homepage, click the REGISTER button on the upper right portion of the screen
2. Choose a participating organization from the search box. Please select 'University of Denver', read and agree to the Terms of Service



### QUICK LINKS

[www.citiprogram.org](http://www.citiprogram.org)

[www.support.citiprogram.org](http://www.support.citiprogram.org)

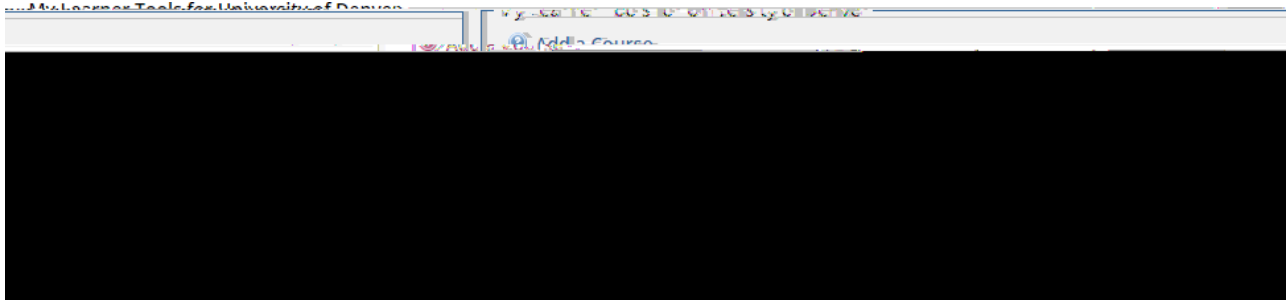
### CONTACT

Office of Research  
Integrity

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CITI Support  
888-529-5929





## Transferring Course Credit from Another Institution

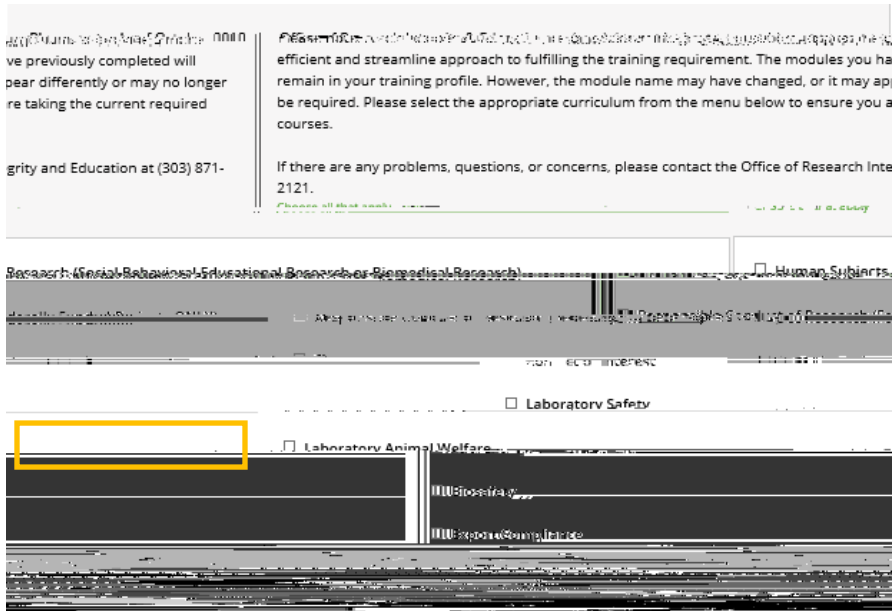
If you would like to receive credit for modules previously taken, there are several requirements that must be met.

1. To transfer course credit between institutions, you will need to be affiliated with both institutions (your previous institution and the University of Denver). Follow the “Click here to affiliate with another institution” link on your Main Menu.
2. Once affiliated with both institutions, enroll in the courses that need to be transferred under both institutions. To do this, “Add a Course” under the University of Denver Courses. You will need to enroll in the same stage of the course for a proper transfer to occur (e.g., Basic/Refresher).
3. Once you are enrolled in the courses, any modules and courses that are shared between the institutions will automatically transfer the credits.

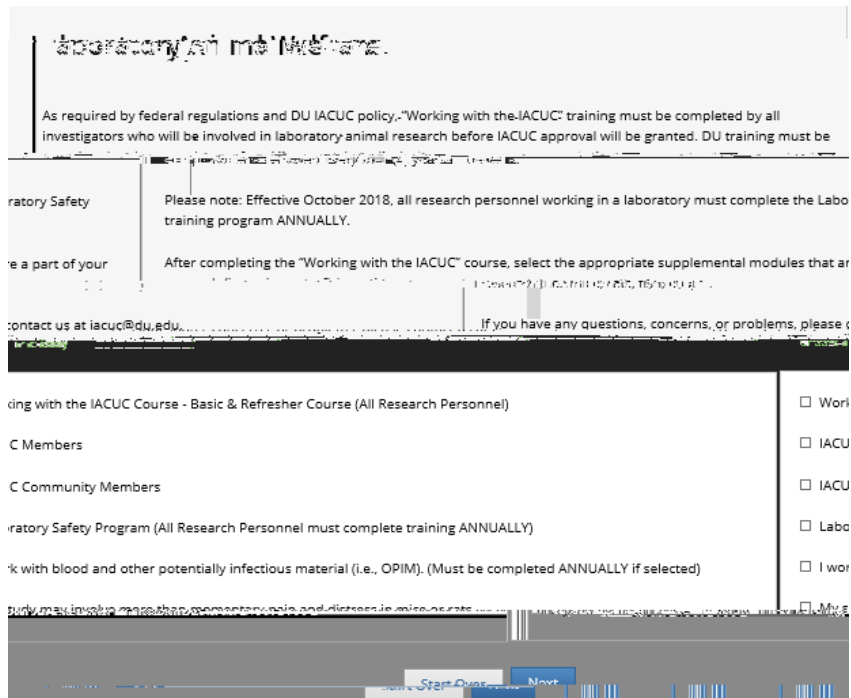
## Working with the IACUC Course


1. On your Main Menu, select “Add a Course” under **My Learner Tools for University of Denver**
  
2. Select Laboratory Animal Welfare and any other appropriate options (e.g., Responsible Conduct of Research, Conflict of Interest, Laboratory Safety)

Note: If your project is federally funded, select (RCR) and (COI) (e.g., NIH, NSF)



3. After you have selected the appropriate course group, click next. The following screen shows the available Laboratory Animal Welfare courses to complete.



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4. Select the appropriate training required for your project. The next screen will show the available species specific modules for your project to select (e.g., I work with Fish, I work with Mice, etc.).

## Required Modules

Below is a list of the required modules in the 'Working with the IACUC' course. Complete all 11 of the modules by clicking on the title. Training is complete when course status states, **Passed**.

The screenshot shows a course progress page for 'Working with the IACUC'. At the top, it displays 'Home > Course Working With the IACUC'. Below this, there is a progress bar and a score indicator showing 'Your Current Score' as 0%. A message states 'To pass this course you must: Complete all required modules'. A green notification says 'You have unfinished required or elective modules remaining'. A red banner at the bottom of the progress section reads 'Complete The Integrity Assurance Statement before beginning the course'. Below the progress section is a table titled 'Required Modules' with columns for 'Date Completed' and 'Score'. The table lists several modules, including 'Animal Biosafety (ID: 13654)' and 'Working with the IACUC Introduction (ID: 17660)', both of which are currently 'Incomplete' with a score of 0%.

Module Name	Date Completed	Score
Animal Biosafety (ID: 13654)	Incomplete	0%
Working with the IACUC Introduction (ID: 17660)	Incomplete	0%

