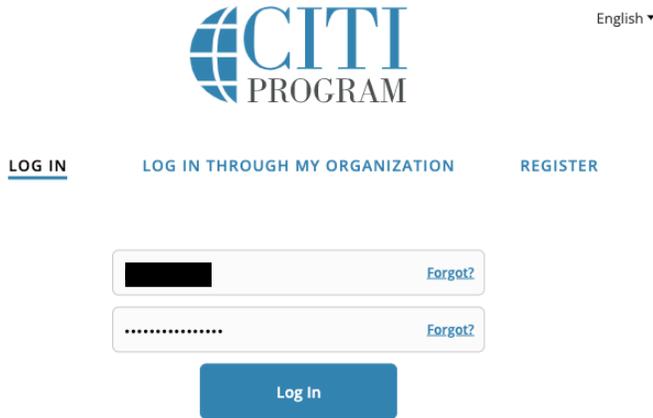


# HOW TO: Access your CITI Certificate for an IRB Protocol Submission

If you have any questions, please contact [irb@ccsu.edu](mailto:irb@ccsu.edu).



Start by logging into the CITI website through this link:  
<https://www.citiprogram.org/index.cfm?pageID=14>

New to the CITI Program? Read the [getting started guide](#) or watch the [getting started video](#).

Need Help? [Support Center](#)

We use cookies and other tracking technologies to recognize your repeat visits and preferences, as well as to analyze traffic and measure the effectiveness of communications. To learn more, review our [Cookie FAQ](#). By using our Sites, you consent to the use of these technologies.

Upon logging in, your dashboard should look like the screen below. Click on “My Records”. This will bring up a page to show all courses you have taken.



## 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](#).



# Records

Central Connecticut State University (ID 2702)

Show Records for:  [Show All](#)

## Central Connecticut State University Records (ID 2702)

Human Subjects Research - Group 3: IRB Members - Human Subjects Research (ID 172096)

Stage	Record ID	Passing Score	Your Score	Start Date	Completion Date	Expiration Date	Gradebook	Completion Record
Basic	36133011	80%	100%	01-Apr-2020	11-May-2020	11-May-2023	<a href="#">View</a>	<a href="#">View-Print-Share</a>

This page shows you the courses you have started and/or completed. Click on “View-Print-Share” under “Completion Record” for the proper CITI training to access the CITI certification.

**Welcome, Katie**  
[Add Institutional Affiliation](#)  
[Register as Independent Learner](#)

1 Course Completed    0 CE Credits Purchased    1 Year of Membership

## Central Connecticut State University

ID 2702

### Group 3: IRB Members - Human Subjects Research

Name	Stage	Completion Date	Expiration Date	Record ID
Katie O'Neil	1 - Basic	11-May-2020	11-May-2023	36133011

#### Completion Report

Completion Reports are transcripts of your course work, and include all quiz scores. Part 1 shows scores "frozen" at the time you completed and passed the course. Part 2 reflects scores for any subsequent quiz attempts.

[View / Print](#) [Copy Link](#)

#### Completion Certificate

Completion Certificates are "diplomas" that reflect course completion, but do not include quiz scores. Certificates are suitable for sharing with persons who do not need to see your quiz results, or posting online.

[View / Print](#) [Copy Link](#)

[Add to LinkedIn](#)

You will see “Completion Report” and “Completion Certificate”. For an IRB Protocol Submission, the CITI Completion Certificate needs to be attached to the protocol. You can access this by clicking on “View/Print” under “Completion Certificate”. This will open your certificate in another page where you can download the certificate.