



Student Registration Instructions

Click on “register” button in the upper right corner of the CITI Program website.

At step 1, enter “University of Wisconsin” and choose the University of Wisconsin Green Bay (type somewhat slow so a drop down menu appears). Click the box before “I AGREE to the Terms of Service...” Click “Continue To Step 2.”

A screenshot of the CITI - Learner Registration website, Step 1. The header is "CITI - Learner Registration" in a blue bar. Below it, a progress bar shows steps 1 through 7, with step 1 highlighted. A red error message says "You must make a selection below." The main section is titled "Select Your Organization Affiliation". It contains a search box with the text "University of Wisconsin - Green Bay" entered. Below the search box is a link: "Can't find your institution? It may use Single Sign On. Check here." Further down, there is instructional text: "To find your organization, enter its name in the box above, then pick from the list of choices provided, if the selection is correct, click the 'Continue to Step 2' button immediately below. To clear your selection and try again, click the 'Search Again' button." At the bottom of this section is a checkbox labeled "I AGREE to the Terms of Service for accessing CITI Program materials." Below the entire form is a blue button labeled "Continue To Step 2".

At step 2, enter your name and university email address. Click “Continue To Step 3.”

At step 3, create username, password, and security question and answer. Note: This password will not change with the UW Green Bay password reset process. Click “Continue To Step 4.”

At step 4, type in your country of residence. Click “Continue To Step 5.”

At step 5, most individuals will select “no” for all questions. Click “Continue To Step 6.”

At step 6, you only need to fill in the required fields. Institutional email address, department, and role in research. Click “Continue To Step 7.”

At step 7, select the appropriate learner group in Question 1: Human Subjects Research. Scroll all the way down to the bottom and click “Complete Registration.”