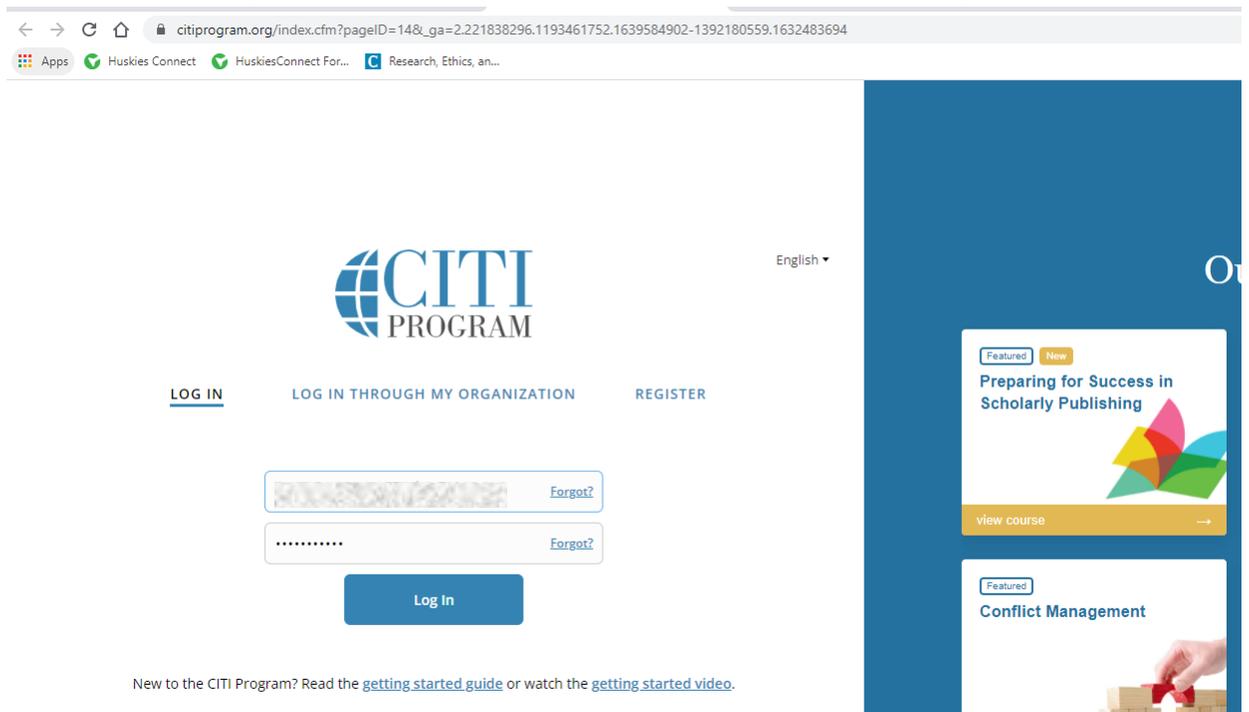

Guide to IRB Certificates

Step 1

1. From your browser address bar, visit the CITI Program home page on <https://about.citiprogram.org/>
2. Click on the **Log in** button



3. You will be presented with a screen to input your CITI credentials



- Input your credentials and then hit the **Log in** button
- You will be logged into your profile, by default you'll be presented with the **My Courses** tab, click on the **My Records** tab as seen below.

Records
St. Cloud State University (ID 1328)

Show Records for: St. Cloud State University ▼ [Show All](#)

St. Cloud State University Records (ID 1328)

Basic/Refresher Course - Human Subjects Research - IRB Training for Graduate Students

Stage	Record ID	Passing Score	Your Score	Start Date	Completion Date	Expiration Date	Gradebook	Completion Record
Basic Course	44970981	70%	100%	13-Sep-2021	13-Sep-2021	12-Sep-2026	View	View-Print-Share

Responsible Conduct of Research - NSF-Responsible Conduct in Research for Students

Stage	Record ID	Passing Score	Your Score	Start Date	Completion Date	Expiration Date	Gradebook	Completion Record
RCR	44970982	80%	100%	13-Sep-2021	13-Sep-2021	-	View	View-Print-Share

- You will now be able to view all completed trainings, Click on **View-Print-Share**

Your Name here

[Add Institutional Affiliation](#)
[Register as Independent Learner](#)

2 Courses Completed

3 Months of Membership

St. Cloud State University
ID 1328

IRB Training for Graduate Students

Name	Stage	Completion Date	Expiration Date	Record ID
Fortune Edenomon	1 - Basic Course	13-Sep-2021	12-Sep-2026	44970981

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](#)

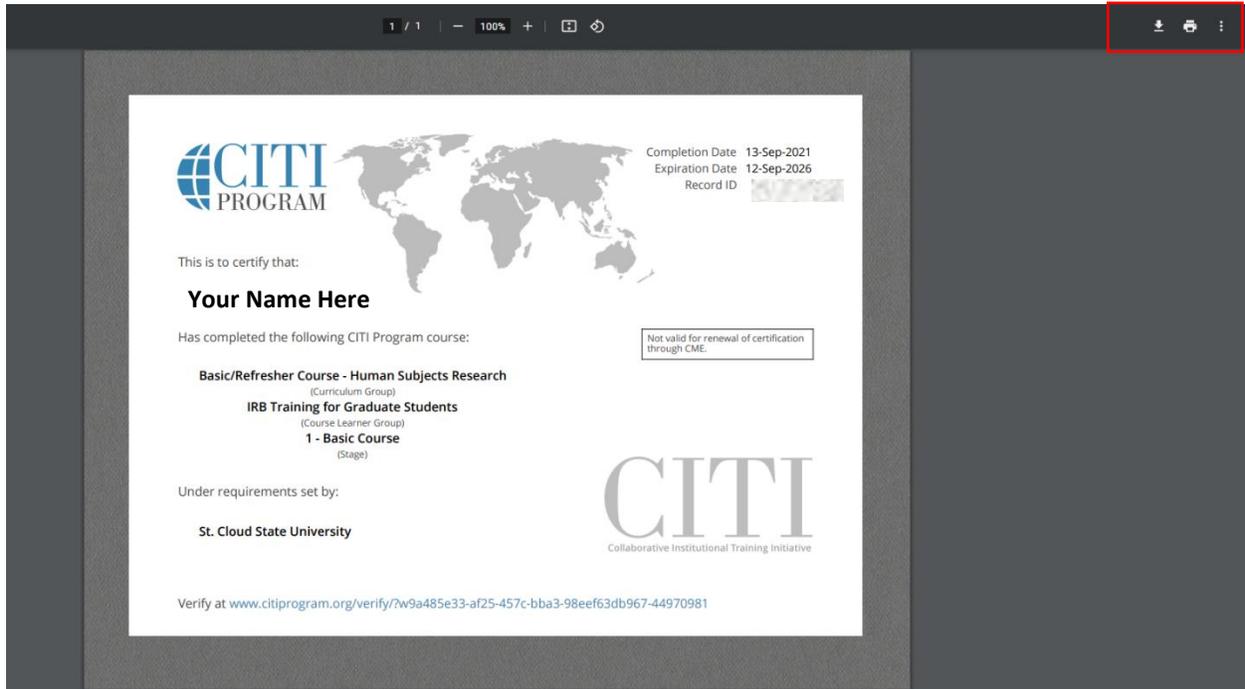
Completion Certificate

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](#)

7. You will be presented with several options, copy link, View/print or share on LinkedIn.
8. Click on **View/ Print** to view or print your certificate.



9. You can then go ahead to either download to your computer or print, using the buttons on the top right corner.