

All UNE-affiliated key personnel involved in human subjects research are required to complete the applicable CITI training course(s), as outlined in the table below. CITI training certificates are valid for 4 years.

- *Key personnel are defined as all individuals who contribute substantively and meaningfully to the scientific development or execution of the research project.*
- *Examples of key personnel include those involved in participant screening, recruitment, and consenting; data or biospecimen collection through intervention or interaction with participants; or obtaining, using, or analyzing personally identifiable information or biospecimens related to research participants.*

Click [here](#) to visit the CITI Program website for instructions on how to create a new CITI account, add courses to your profile, and navigate through the CITI website.

If you have any questions about the CITI registration process or which training courses you need to take, please contact irb@une.edu for assistance.

Group	CITI Training Course
Social, behavioral, and/or educational research	Social & Behavioral Research Investigators¹ <ul style="list-style-type: none"> ▪ Take this course if your research project involves the collection of data via focus groups, interviews, surveys, educational or psychometric tests, or observation of non-public behavior.
Research that involves only identifiable data or biospecimens	Data or Specimens Only Research¹ <ul style="list-style-type: none"> ▪ Take this course if your research project involves only identifiable data (e.g., retrospective chart review) or biospecimens (e.g., blood, saliva).
Biomedical research	Biomedical Research Investigators¹ <ul style="list-style-type: none"> ▪ Take this course if your research project involves the collection of biomedical data, or biometric or physical data from participants.
Federally funded or sponsored research	Conflict of Interest² (required): <ul style="list-style-type: none"> ▪ Take this course if your research project is funded or sponsored by a federal Public Health Service (PHS) agency. COI – Other Federal Sponsors² (as applicable): <ul style="list-style-type: none"> ▪ Take this course if your research project is funded or sponsored by the National Science Foundation (NSF), the Department of Defense (DOD), the Department of Energy (DOE), the National Aeronautics and Space Administration (NASA), or the U.S. Department of Agriculture (USDA).

¹ When your CITI Basic course training expires, complete the abbreviated CITI Refresher course to renew your certification.

² Once your CITI training certificate has expired, you must retake the full CITI Basic course to maintain certification.