**Instructions to Access CITI Conflicts of Interest Training**

Here is the link to the CITI [https://about.citiprogram.org/en/homepage/](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fabout.citiprogram.org%2Fen%2Fhomepage%2F&data=04%7C01%7C%7C38af73faf60444d12e3c08d8b0f8c2af%7C74540637643546cc87a46d38efb78538%7C0%7C0%7C637453929748959558%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=mqtNKKM%2BgQsKAWmdvlNn9zFEEzQrJbE0N%2Fv1PX5KrY8%3D&reserved=0)

For COI, you will need to complete the module, “Conflict of Interest.” Here’s some tips on how to access the CITI training:

**If you are new to using CITI be sure to create an account by clicking REGISTER.**

*For Step 1*

Select Your Organization Affiliation. Enter **William Paterson University** in the text box.

(Do not register as an Independent Learner.)

*Steps 2 through 6*

Enter the typical registration details. (In Step 5, you can select “No” to the question regarding Continuing Education credits.)

*Step 7*

*Select the following answer choices.*

Question 1: Not at this time

Question 2: Not at this time

Question 3: Leave blank

Question 4: (your choice)

**Question 5: Yes**

**If you already have an account: LOG-IN**

Under “Learner Tools for William Paterson,” select ADD A COURSE.

*Select the following answer choices.*

Question 1: Not at this time

Question 2: Not at this time

Question 3: Leave blank

Question 4: (your choice)

**Question 5: Yes**

*Note: the training can be completed in multiple sessions by returning to the CITI program webpage. WP utilizes the CITI program for other mandatory trainings including for IRB and for Responsible and Ethical Conduct of Research training requirements.*