Instructions to Open a Duke Health-affiliated CITI Account
(First Time Registration)

New User Account Registration: Go to www.citiprogram.org and Click the “Register” button located in the top right corner of the homepage.
Step 1: Enter “Duke Health” in the Select Your Organization Affiliation field

Select Continue to Step 2
Step 2: Enter Your Personal Information

The email address you associate with your account will be your contact address for announcements and assistance.

Enter your first and last name along with your email address. Please enter your name here as you would like it appear on your completion report.

Secondary email address is not required; however it is encouraged. It will assist in the recovery of your account if you forget your username or password and no longer have access to your primary email address.

Step 3: Choose a username, password, and security question.

Note: Passwords are case sensitive. You will use SSO Single Sign on to log in and out of CITI once you are registered, however you will still create a CITI User name and password. This will be used should an SSO issue arise.
Step 4: Enter your Country of Residence as requested.

Step 5: <Optional> if you wish to seek CEU credits, you will need to fill out the information below and any cost associated is your responsibility.
Step 6: These fields are Duke specific.

Please fill out all required fields noted with a red *. Please ensure your DUKE ID is entered correctly as Duke uses this to upload your CITI completion record and it must match your Duke record.
Step 7: Please read each question in this section carefully to ensure you are enrolled in the correct course.

Click ‘Yes’ to ‘I conduct research with human subjects’. Click Next

Choose “Yes” research involving children as this is a requirement for all Duke Health affiliated users. Click Next
Step 8: Your registration with Duke Health is complete, click Finalize Registration.
Step 9: The following will display. Click on ‘Duke Health Courses’

Please complete “The Integrity Assurance Statement” presented at the top and click Submit. Modules are not available until this is completed and submitted.

Complete all required modules. Score of 80% is needed to be successful. (Quiz may be retaken) You do not have to complete all modules at one sitting – you can return and finish them at a later time.