

Instructions for CITI Biomedical Refresher Course:

1. Go to the Research Compliance website ([click here](#)).
2. Click on the “CITI website” link.
3. If prompted, please use your SUNet ID and SUNet password to login and proceed. (If you are already logged into a Stanford website using the same web browser, you will be taken directly to your CITI dashboard without having to authenticate).
4. Click on “Add a Course”
5. Select Question 2 – Group 7 checkbox and click submit button

Question 2

Have you completed the CITI Basic course previously? Yes, select the Refresher Course Group appropriate to your research activities.

No, [Go back to question 1](#) and choose a Basic Course.

Choose one answer

- Group 7: IRB BioMed/GCP Research (All Medical Investigators and Staff)
- Group 2: IRB Nonmedical Research (e.g. behavioral, education, poli sci, etc.) (All Nonmedical Investigators and Staff)
- Group 3: IRB BioMedical for IRB Members
- Group 4: IRB Nonmedical for IRB Members
- Group 5: Institutional Officials
- Group 6: RCO Staff
- I have not previously completed an approved Basic Course.

6. If Group 1 or Group 8 exists in the CITI dashboard, please click “Remove a Course” and select these courses and click on submit button. Then click on “Remove Courses”

Stanford University Courses				
Course	Status	Completion Record	CE Credits	Survey
Group 1: IRB Required for Medical Research Investigators and Staff	Not Started	Not Earned	Not Earned	
Group 8 GCP Training	Not Started	Not Earned	Not Earned	

My Learner Tools for Stanford University

- [Add a Course](#)
- [Remove a Course](#)
- [View Previously Completed Coursework](#)
- [Update Institution Profile](#)
- [View Instructions page](#)
- [Remove Affiliation](#)

7. Group 7 is now available in CITI dashboard