1. Sign into your CITI account and look for the “Click here to affiliate with another Institution” tab.
2. A hyperlink will appear under the tab; click the hyperlink.

3. If you are new to Appalachian State and have a profile with another institution, select “Appalachian State University” or begin typing “appalachian” which should bring up the university.

Otherwise, enter the name of the institution you would like to affiliate with on your Appalachian State CITI account. Then click Next.
4. Your selected institution will have a certain set of required information; fill in requested information. Then click next.

*Please Note: Different institutions may request different information. (We are only using East Carolina University as an example.)
5. Enter the type of research you conducted to retrieve the appropriate certifications you completed at your institution. Then click Submit.

<table>
<thead>
<tr>
<th>Select Curriculum - East Carolina University</th>
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<td>* indicates a required field.</td>
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<tr>
<td>You will be provided a series of enrollment questions. Your responses will determine the curriculum for the courses you are going to take. Please read the questions carefully. Please read the responses carefully to make the best choice.</td>
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<tr>
<td>View instructions page</td>
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**Question 1**

**Human Subjects Research**

Select the group appropriate to your research activities.

Choose one answer

- Group 1: All Biomedical Investigators and Key Personnel
- Group 2: Social / Behavioral Research Investigators and Key Personnel

**Question 2**

Select the group for which you have previously completed an Institutionally approved Basic Course in the Protection of Human Research Subjects.

Choose one answer

- Group 1: All Biomedical Investigators and Key Personnel
- Group 2: Social / Behavioral Research Investigators and Key Personnel
- I have not previously completed an approved Basic Course.
Appalachian State’s Office of Research Protections should now be able to view your completed training.