

## The Responsible Conduct of Research (RCR) at Seattle University

### Federal requirement for training in the responsible conduct of research

As of January 2010, the National Science Foundation (NSF) requires that institutions applying for grants have a plan for providing “appropriate training and oversight in the responsible and ethical conduct of research to students who will be supported by the NSF to conduct research” (please see NSF Proposal and Award policies and Procedures Guide, Part 2, Award and Administration Guide (AAG) Chapter 4.B).

As Seattle University continues to build its research infrastructure to support the scholarly excellence of its faculty and students, we are establishing policies and procedures that are consistent with the practices of other universities and that also bring us in compliance with federal regulations. To facilitate compliance with the NSF requirement on responsible conduct of research, Seattle University has subscribed to CITI training. While the NSF requirement applies only to students funded by NSF grants , we strongly encourage CITI’s RCR training for all faculty, students, and staff who engage in research of any kind at Seattle University. Seattle University supports the highest possible ethical and scientific conduct in the pursuit of research. Beginning September 1, 2012, the Office of Research Services and Sponsored Projects will only accept CITI training to fulfill grant requirements in RCR.

### To access CITI training please follow these steps.

Go to [www.citiprogram.org](http://www.citiprogram.org)

Click on New Users [Register Here](#)

In section 1 use the drop down menu to select Seattle University

Respond to sections 2 through 8 to create a user name and password

For sections 6 and 7 you may respond “no” to the inquiry (You will incur the cost personally if you select “yes”)

Click Submit at the bottom of the page

On the next page fill in at least the required fields of:

\*Institutional Email Address

\*Department

\*Role in Research

On the next page:

Select either **Human Subjects Research** to choose from the learner groups with group specific courses for those engaging in Human Subjects research or **Responsible Conduct of Research-Life Sciences** for compliance with the National Science Foundation (NSF) requirements for students.

Once you have entered either Human Subjects or Responsible Conduct of Research select the course that best fits your role as a researcher at Seattle University. You will be able to reenter at a later time and take additional courses in other learner groups if you would like.