DIRECTIONS FOR HUMAN SUBJECTS TRAINING
Department of Anthropology, Barnard College
Through CITI/Columbia Website (sometimes referred to as "Rascal")

Before you may begin any research involving human subjects for a course-related project in Anthropology at Barnard, you must complete training in ethical behavior for researchers. This includes your senior thesis, regardless of sub-field. If your work involves human subjects (be they living or dead, or if you will be working with human remains) both Barnard and Columbia require proof of "Unified Research Compliance Training." This training is handled by a consortium contract managed by the University of Miami and is called the Collaborative Institutional Training Initiative (CITI). So...to take the appropriate training "courses," as they're called, you will begin by going to this website where you will register as a new user.

Your goal here is to **complete a series of six "courses" or "modules."** The process takes about an hour and involves reading about the history of human subjects research (it's actually pretty interesting). You can log in and out as you please, completing parts at different times. After you read various sections the module might then ask you a few questions. (You can retake the modules if your scores are too low to pass.) When you're done, it's important that you **print out two copies**—one for your files, and one for you to hand in to your advisor with your Research Proposal. YOU CAN NOT BEGIN YOUR PROJECT UNTIL YOU HAVE EVIDENCE OF CERTIFICATION FROM CITI (sometimes called "RASCAL" at Columbia).

The entire approach—in case you're interested—is based on a dominant model in bioethics known as "principlism," first promoted by two authors named Childress and Beauchamp. The four "principles" that guide much of the work these days in the U.S. (and, increasingly, abroad), are autonomy, beneficence, non-maleficence, and social justice.

I. REGISTRATION
Go to: https://about.citiprogram.org/en/homepage/ . The first time you visit this website, you need to choose the "Registration" tab in the upper right; then type in "Columbia University" as your affiliate.

Note that you need to have a Columbia UNI and associated password to register and then login with CITI. Also, it is important that you to keep a record of your user and login information so that you can enter and exit the website as needed.

Once registered, you will be taken to a screen where "**Institutional Courses**" appears at the top of the page.

Click on "**View Courses**."

II. TO TAKE THE COURSES
Click on: **Human Subjects Protection SBR**

The next page takes you to the Human Subjects Protection SBR – Basic Course
After you read the content and check on "I AGREE," hit the
"SUBMIT" button.
You must then complete and pass a **six module online course**.

III. PROOF OF CERTIFICATION

Once you have earned passing scores in all six the program will issue a certificate acknowledging this. MAKE 2 COPIES—one for your files and one to submit to your advisor.

You are now certified for Human Subjects Research for one calendar year at Barnard and Columbia. This certification covers your senior thesis and any other project that requires it.

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If you have already completed RASCAL/CITI training for another project, keep in mind you must acquire recertification if the old training expires before mid-May, 2024.