

ASU ORIA | CITI LOGIN & ENROLLMENT INSTRUCTIONS

Updated 9/18/2023

1. Click the following link to login using your ASURITE: [ASU CITI Courses](#)

! If you find yourself at CITI's default login page, make sure you click "**LOGIN THROUGH MY INSTITUTION**" and select **Arizona State University** so that your profile will be linked to ASU.

2. Returning Users: After logging in, scroll to find the "Learner Tools for Arizona State University" box and click **Add a Course**.

First-Time Users: After logging into CITI using your ASURITE, you will be given 2 options:

- "**I don't have a CITI Program account and I need to create one.**" – Use this option to create a new CITI account. CITI will email you a confirmation.
...click **Create A New CITI Program Account**.
- "**I already have a CITI Program account.**" – Use this option if you have taken CITI trainings at your previous institution and wish to transfer your trainings to your new ASU-linked CITI account.
...enter your previous CITI login credentials, click **Log In**, and follow instructions.

! Depending on where CITI directs you to after completing "first-time users" steps, you can always click **My Courses**, **View Courses**, scroll to find the "Learner Tools for Arizona State University" box, and click **Add a Course**.

3. Scroll to find training categories. **Checkmark** the category (or categories) of training courses you need to take. Select all that apply and click **Next**.

! Some course areas may require additional details – **checkmark** and click **Next** as needed.

4. Scroll to find "Courses Ready to Begin" to confirm enrollment and to start.

Helpful Hints: If you lose your place in CITI, you can always click **My Courses**, **View Courses**, scroll to find the "Learner Tools for Arizona State University" box, and click **Add a Course** for enrollment.

Training records, including certificates of completion, can be found by clicking **My Records**.