

## Request for 臨床研究認定者制度 certificate renewal by CITI program

A certificate of 臨床研究認定者制度 is valid for two years as prescribed in Rules for 臨床研究認定者制度 in Nagoya University Graduate School of Medicine and University Hospital. In order to extend its validity, you need to renew the certificate by taking courses provided by CITI, which requires to take the designated 7 courses within a fiscal year of expiration. Please follow the instruction below to enroll in the courses.

[How to certificate renewal for 臨床研究認定者制度]

### ◆Enrolling in CITI courses and obtaining a course completion certificate

1. Fill in the application form

Download here: [http://www.nu-camcr.org/cms/index.php/download\\_file/view/556/](http://www.nu-camcr.org/cms/index.php/download_file/view/556/)

2. Each department should collect and email its applicants' forms to Advanced Medicine Support Section at Management Planning Division

3. User ID and password will be emailed by Management Planning Division to each applicant within 2 weeks

4. Log into CITI Japan with the User ID and password provided. Password must be changed immediately once you are logged in.

5. Take the designated 7 courses indicated below and finish the quizzes at the end of each course. Minimum passing score of 80% must be achieved to obtain a course completion certificate. The quizzes can be retaken until you meet the passing score.

#### Required Courses 領域名 責任ある研究行為：基盤編

- ・ 責任ある研究行為について／Responsible Conduct of Research
- ・ 研究における不正行為／Research Misconduct
- ・ データの扱い／Data Handling
- ・ 共同研究のルール／Rules for Collaborative Research
- ・ オーサーシップ／Authorship
- ・ 盗用／Plagiarism
- ・ 公的研究費の取り扱い／Managing Public Research Funds

6. After completing all 7 courses, download the course completion certificate to your computer

### ◆Request an approval certificate for 「臨床研究認定者制度」

1. Email the course completion certificate by CITI in PDF format to Advanced Medicine Support Section at Management Planning Division

2. An approval certificate for 「臨床研究認定者制度」 will be emailed to you once confirmed

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