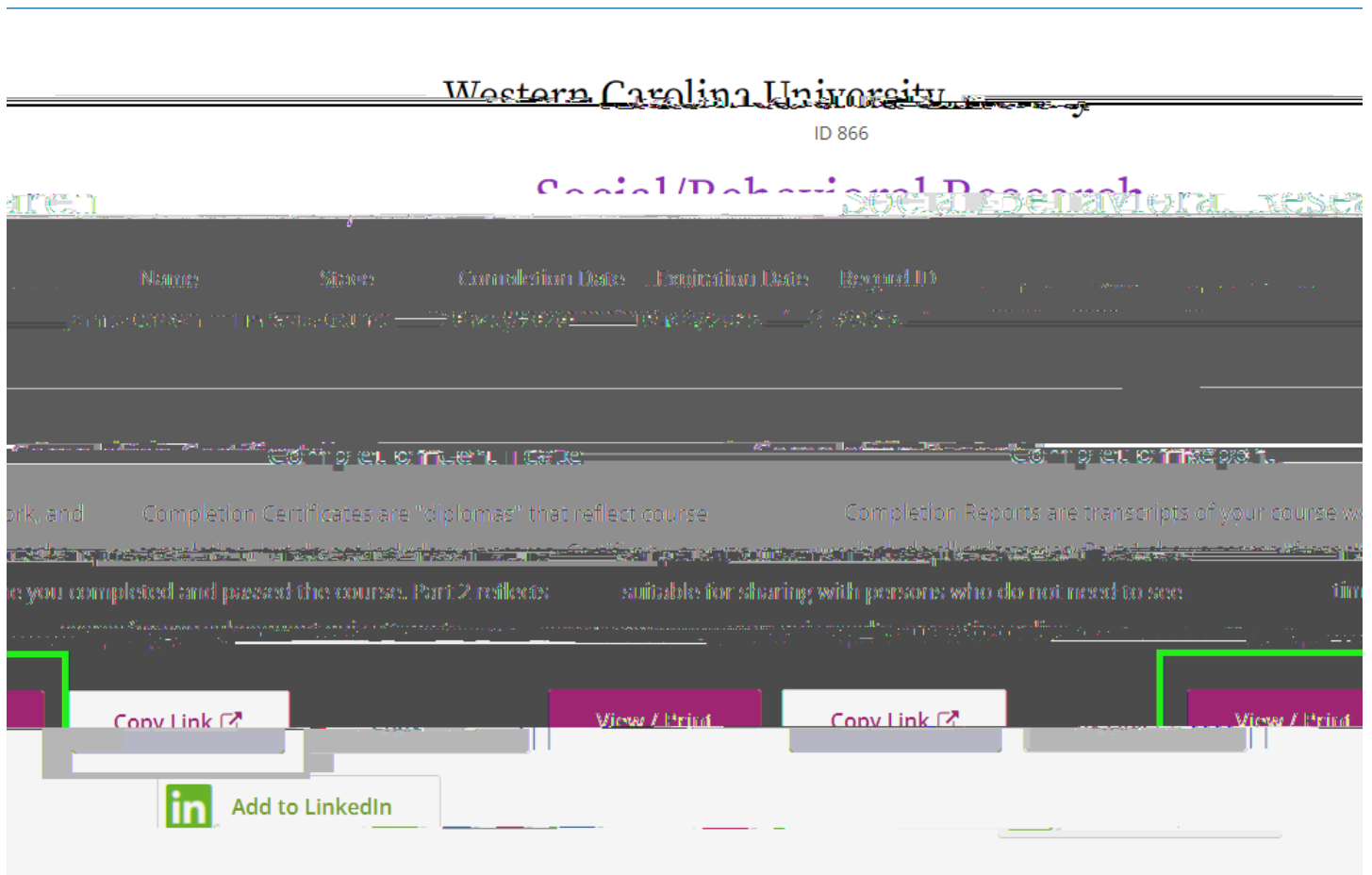


Downloading a CITI Completion Certificate

1. Login to your CITI account – <http://citiprogram.org>
2. Click the tab at the top of the page that says “My Records”
3. All the courses you are registered for, and have completed, will populate.
4. Under each completed course will be a link that says “View-Share”

5. Click “View-Print-Share” and a new screen will appear.



6. Click “View/Print.” A .pdf version of the certificate will download. Save the certificate to your computer so you can upload it to your InfoEd Project.