

Register under IHMCs Affiliated Status

Step #1

Log into your CITI Account (www.citiprogram.org)

How to add/change your affiliated institution or transfer completions

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The steps below will assist you if you have mistakenly chosen the wrong institution, your institution has changed, or you have an affiliation with more than one institution and need to transfer module completion credit.

After logging into your CITI Program account, click on the link **Add Institutional Affiliation**.



Courses

Records

CE/CMEs

Support

Welcome, Demo

[Add Institutional Affiliation](#)

[Purchase Independent Learner Courses](#)

When you log into your account the above screen will say:

“Welcome, YOUR FIRST NAME (Not Demo)”

Click on Add Intuitional Affiliation

Step #2


In the drop-down menu type in: Florida Institute for Human and Machine Cognition, Inc.

(Do not type in IHMC – you must type in the name as it appears above)

Type and choose the correct institution from the search box.

Affiliate with an Institution

[Home](#) > [Profiles](#) > Affiliate with an Institution


To find your organization, enter its name in the box below, then pick from the list of choices provided. 

Step #3: Confirm that you have selected the Florida Institute for Human and Machine Cognition, Inc. You must agree to the Terms and Conditions to proceed.

Confirm you have selected the right institution and agree to the Terms and Conditions.

Affiliate with an Institution

[Home](#) > [Profiles](#) > Affiliate with an Institution

To find your organization, enter its name in the box below, then pick from the list of choices provided. 

I AGREE to the [Terms of Service](#) for accessing CITI Program materials.

I affirm that I am an affiliate of DEMO. 

Continue

Step # 4: Proceed to answer the questions. These questions are like the questions you answered when you registered as an Independent Learner. This step is building your profile under IHMC. (See the image below)

Answer the member information questions required by your newly affiliated institution and enroll in the course(s) for your newly affiliated institution.

Affiliate with an Institution

DEMO

[Home](#) > [Profiles](#) > Affiliate with an Institution

 Please provide the following information requested by DEMO.

Fields marked with an asterisk (*) are required.

Institution / Organization / Company *

Institutional email address *

If available, please provide an email address issued by your institution, rather than a personal one like @gmail, @hotmail, etc.

For additional assistance you can contact the CITI Program help desk at any time by clicking on the [Support](#) tab and filling out the email request form.

Phone support is also available, by calling [888.529.5929](tel:888.529.5929) (Mon - Fri, 8:30 a.m. - 7:30 p.m. U.S. Eastern Time).