

CITI Single Sign On (SSO) and Account Set-up Instructions

STEP 1: Go to homepage <https://citiprogram.org> and click on the “Log In” button on the upper right top of the page.



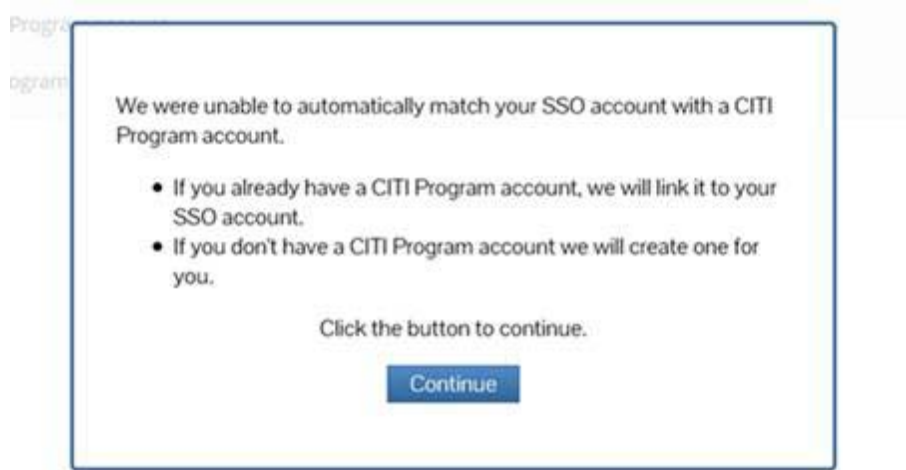
STEP 2: Click “LOG IN THROUGH MY INSTITUTION”. You will be taken to a page with all the Universities using SSO.



STEP 3: Scroll down to the University of Massachusetts Boston

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STEP 4: Log in using your UMB ID. Pre-existing and new accounts must be associated. A new or returning unassociated user should see the following message:



- **New account creators (new account with CITI), follow [STEP 5A](#).**
- **Existing account users not previously associated (pre-existing account with CITI), follow [STEP 5B](#).**
- **If your account has previously been associated, you will be logged into CITI Program and can register for/complete applicable courses.**

STEP 5A (New accounts Set-Up): Users requiring a new account should choose the “I don’t have a CITI Program account and I need to create one.” Follow instructions on creating a new account.

Associate your SSO account with a CITI Program account

Please choose an option:

I already have a CITI Program account.

I don't have a CITI Program account and I need to create one. 

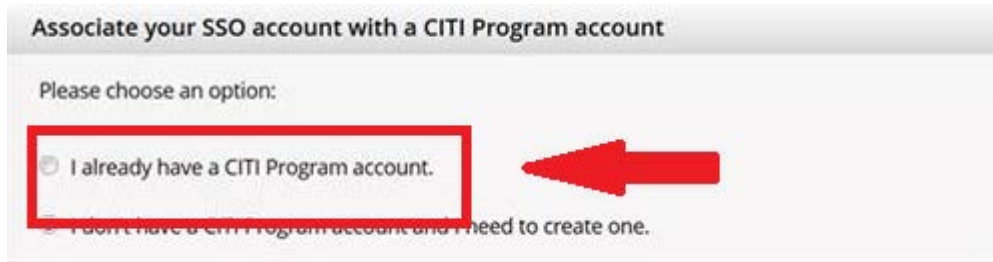
Create a new CITI Program account

By clicking the link below, you will create a new CITI Program account.

[Click here to create a new CITI Program account.](#) 

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STEP 5B (Existing CITI Program Account Users): Using with a pre-existing CITI Program account should click "I already have a CITI Program account".



Associate your SSO account with a CITI Program account

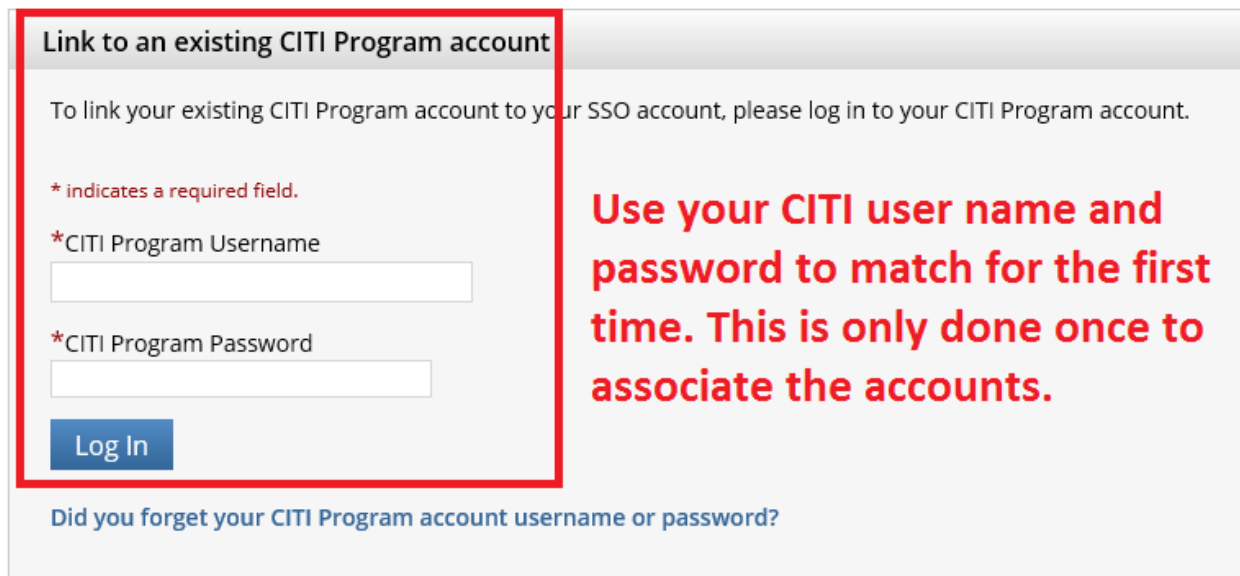
Please choose an option:

I already have a CITI Program account.

I don't have a CITI Program account and I need to create one.

A red rectangular box highlights the first radio button and its text. A red arrow points from the right towards this box.

The following screen will appear:



Link to an existing CITI Program account

To link your existing CITI Program account to your SSO account, please log in to your CITI Program account.

* indicates a required field.

*CITI Program Username

*CITI Program Password

Use your CITI user name and password to match for the first time. This is only done once to associate the accounts.

[Did you forget your CITI Program account username or password?](#)

A red rectangular box highlights the 'Link to an existing CITI Program account' header, the instructions, the asterisk legend, the username and password fields, and the 'Log In' button. Red text on the right side of the screen provides instructions on how to use the login fields.

STEP 6: Complete any missing/additional profile items.