

Responsible Conduct of Research (RCR) Training

Tracking Form for 3rd and Subsequent Academic Years for MS Students

Student, with review of/approval by their advisor, will complete this form as part of the CSUS requirement for graduate student RCR training. **Refresher Training** should be completed by mid-spring of each spring semester for internal tracking (but *must* be completed by August 15 of that year . . . unless student is officially on Leave of Absence). See specific requirements on the overall RCR guidelines document and below for Year 3 and Beyond options.

*Note: Student must provide advisor with **documented evidence of training** (e.g., certificate of CITI module completion; confirmation of Graduate School RCR or CSUS/GSO or TDI Center Workshop participation; evidence of other workshops; or individual discussion with advisor/PI) before advisor will sign this form.*

MS Student Name: _____

Submitted for Academic Year: _____

Advisor Name: _____

Specify Year: 3rd, 4th, 5th: _____

Year 3 & Beyond RCR Refresher Training

(3 hours each academic year after first 2 academic years of Master's degree work)

All active CSUS graduate students must complete 3 additional hours of training (in some combination of discussion-based RCR refresher training via workshops or other discussion-based training, HRPP/IRB refresher, and additional CITI modules) during each subsequent calendar year of their degree work. **Only master's students use this form (b/c not tracked in ABILITY).** Select any combination of the following, to equal at least 3 hours:

- Graduate School-offered RCR workshops** (workshops @ 1.5 hrs). Register EARLY (seats limited). See [Graduate School RCR web pages](#).
- Additional CITI Modules** (If you've taken all 10 "basic" modules: First access [CITI modules](#); scroll down to "Learner Tools for MSU," click "add a course" (you'll get the 5 questions again – for Q1 select MSU Graduate School RCR; Qs 2, 3, 5 click "not at this time;" Q4, click "Social-Behavioral Educational Researchers" [NOT "Legacy" version] Submit, then select from 11 "Supplemental Modules." (2 modules = 1 hour)
- HRPP/IRB Refresher.** (1 hour)
- CSUS/GSO-offered** discussion-based training (watch for announcements from the GSO; typically offered as 1.5-hour sessions each)
- TDI Center-offered** discussion-based training, small group dialogue (watch for announcements via email or look at [TDI website](#))
- One-hour blocks of **readings and/or PPT reviews plus discussion** with Advisor or PI (based on selected readings and other resources from RCR [Research Integrity Resources website](#)). You **MUST identify a specific topic title to submit.**

Training Type <i>(RCR Workshop, CITI, IRB, CSUS/GSO, TDI, Advisor Read/Discuss)</i>	Title (of CITI Modules, RCR Workshops, CSUS/GSO discussion sessions, HRPP/IRB Refresher, Article[s], etc.) <i>(use 2 pages if needed)</i>	Date Completed <i>(mm/dd/yyyy)</i>	# hours

MS Student Signature: _____

Date Signed: _____

Advisor Signature: _____

Date Signed: _____