

Responsible Conduct of Research Training Certification Form

The responsible and ethical conduct of research (RCR) is critical for the excellence of, as well as public trust in, science and engineering research. Consequently, an awareness and understanding of issues in RCR are essential to the education of future scientists and engineers. In the spirit of Swarthmore's commitment to ethical behavior and to meet the regulations of the National Science Foundation, all Swarthmore undergraduates and postdoctoral researchers who work with a faculty member on an NSF-funded project AND all Swarthmore faculty who are supervising undergraduates and/or postdoctoral researchers as part of his or her NSF-funded project must complete training in RCR.

PIs are responsible for ensuring that training has been completed before submitting paperwork to the Provost's Office or Business Office for processing of student stipends/salary or postdoc paychecks.

Swarthmore has identified the Collaborative Institutional Training Initiative (CITI, www.citiprogram.org) as providing an appropriate on-line training program. The program consists of required modules, optional modules, and a choice of case studies to be reviewed. At least one case study must be reviewed for certification.

Principal Investigator/Department:

Project Title:

Grant #: _____

Prior to beginning training, please discuss with your student or post-doc which case study (at least one is required) from the CITI training would be appropriate for your area of research, whether one or both optional modules should be completed, and your expectations for how he/she will demonstrate his/her mastery of the material covered.

CITI Collaborative Institutional Training Initiative

Learner Group:

Physical Science Responsible Conduct of Research Course

Social and Behavioral Responsible Conduct of Research Course

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Required Modules:

Introduction to the Responsible Conduct of Research

Research Misconduct

Data Acquisition, Management, Sharing and Ownership

Publication Practices and Responsible Authorship

Mentor and Trainee Responsibilities

Collaborative Research

Optional Modules:

Peer Review

Conflicts of Interest and Commitment

Elective Modules (Case Studies) completed [describe below]

If you are using additional materials to train your student in the RCR topics that may or may not be covered in the on-line modules, please briefly describe what materials you're using and for what specific topics. This information will be helpful for us to share with future faculty mentors in your discipline.

After training, please submit one copy of your student's or postdoc's CITI Completion Report, along with this signed form, to Tania Johnson in CFGR (grants office). **All faculty members who are supervising undergraduates and/or postdoctoral researchers as part of his or her NSF-funded project must also complete and submit a completion report and this form.** Existing and future grant funding to the College may be jeopardized by any exceptions. If you have any questions about this process, please contact Tania at 610-690-5713

Faculty Mentor's Name (please print)

Student's/Post-doc's Name (please print)

Faculty Mentor's Signature & Date

Student's/Post-doc's Signature & Date