1. You must have a CITI Program account to access the course. If you, as a learner, do not have a CITI Program account please follow these instructions to register: <https://support.citiprogram.org/s/article/updated-guide-to-getting-started>
2. Here is how your learners can access the course:
	1. Visit [www.citiprogram.org](http://www.citiprogram.org) and log into your account.
	
	2. Click on “View Courses” next to your institution’s name from your Main Menu page.
	
	3. Click on “Add a course” below the Learner Tools section.
	
	4. Locate the “**COVID-19: Back to Campus (Fall 2020)**” course (location may vary per your institutions curriculum questions).
3. Follow these steps to retrieve your Completion Record after you have completed the course: <https://support.citiprogram.org/s/article/how-do-i-access-my-completion-certificate-2019-10-24-17-54-24>