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Dear Colleagues:

I am writing regarding Responsible Conduct of Research (RCR) education and training. UCLA is a top research university, thus it is essential our research is conducted ethically and with rigor. As the Principal Investigator of a National Science Foundation (NSF)–supported project you also are responsible for ensuring that NSF mandated RCR training requirements are met.

Since the America COMPETES Act went into effect in 2010, formal education in the responsible and ethical conduct of research has been required for all undergraduates, graduate students, and postdoctoral scholars supported by NSF research grants. UCLA meets this requirement through completion of an on-line course created by a faculty committee and based on the National Academy of Sciences, “On Being a Scientist: A Guide to Responsible Conduct in Research” (3<sup>rd</sup> edition).

Students should be directed to access the course on the Collaborative Institutional Training Initiative (CITI) site using their UCLA single sign-on at <https://www.citiprogram.org>. When they log on for the first time they will be asked to answer a number of questions. The second question asks “Are you a student (undergraduate or graduate) or a postdoctoral scholar supported by a National Science Foundation (NSF) grant?” When they answer “Yes,” the course “UCLA NSF Responsible Conduct of Research (Required)” will be automatically added to their CITI curricula.

Employees (including postdoctoral scholars) can also access the course through CITI. Alternatively, the same course is offered through the UCLA Learning Management System (LMS) at <http://lms.ucla.edu>.

Although the NSF requirements apply only to students and postdocs, I urge you and your research team to complete the course. I also encourage you to use it as the basis for important in-person discussions critical to ensuring that young scientists learn about the professional standards and norms for conducting research.

Please contact Ann Pollack, Assistant Vice Chancellor-Research, at [apollack@research.ucla.edu](mailto:apollack@research.ucla.edu) if you have questions regarding the NSF RCR course.

Sincerely,

Roger M. Wakimoto, Ph.D.  
Vice Chancellor for Research