

NIH Biographical Sketch Common Forms

A Biographical Sketch (“Biosketch”) is a document that outlines an individual’s education, training, experience, and key contributions to science. NIH uses the Biographical Sketch to evaluate the qualifications of individuals, teams, and organizations to conduct the proposed activities, as well as to collect important disclosures (such as foreign appointments).

What are the New Requirements for Proposals Due On/After January 25, 2026?

- ❖ NIH will require the use of [SciENcv](#) to complete the **NIH Biographical Sketch Common Form** to produce a digitally certified PDF which includes the NIH Biographical Sketch and NIH Biographical Sketch Supplement.
 - ❖ Both forms are completed together in SciENcv and downloaded as a single PDF document for upload to your application.
- ❖ All individuals who are required to submit the Biographical Sketch documents (i.e., Senior/Key Persons and Other Significant Contributors/OSCs) must:
 - ❖ Obtain an [eRA Commons ID](#)
 - ❖ Obtain an Open Researcher and Contributor Identifier ([ORCID ID](#))
 - ❖ Link their ORCID ID to their eRA Commons account.
 - ❖ Confirm their ORCID ID is displayed as the Persistent Identifier (PID) section of the Commons Forms
 - ❖ Certify acknowledging information is: 1) current, accurate, and complete, and 2) at time of submission, they are not a party to a [Malign Foreign Talent Recruitment Program \(MFTRP\)](#)
 - ❖ Certification is completed within SciENcv (you will be prompted to certify prior to downloading the final PDF).

What are the Notable Changes to the Biosketch? - See [NOT-OD-26-018](#)

- There is no longer a page limit. Instead, new character limits apply to specific sections:
 - 3,500 characters for the Personal Statement; 2,000 characters for each Contribution
- Must include all domestic and foreign professional appointments and positions from the past three (3) years
- Can include up to five (5) products most closely related to the proposed project and up to five (5) other significant products that highlight your contributions to science.
- Citations are no longer allowed in the Personal Statement or Contributions to Science sections.
- Honors are limited to 15 entries.

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Frequently Asked Questions (FAQ):

Question	Answer
Are there step-by-step instructions available to help me link my accounts and get started in SciENcv?	Yes! Please see our Quick Guide to NIH Common Forms .
Which document type do I choose in SciENcv?	Select the “ NIH Biographical Sketch Common Form ”. Please <u>do not</u> use the “NIH Biosketch” option as this is <u>not compliant</u> with the new NIH requirements.
Do I have to include positions and appointments that have already ended?	Yes, all appointments and positions (foreign and domestic) that were active <u>within the past three (3) years</u> must be included.
How do I know if my eRA Commons and ORCID profiles are linked correctly?	Log into eRA Commons and verify that the ORCID ID shown in your eRA Commons Personal Profile is the <u>same</u> as the one shown at the top of your Biographical Sketch.
Can I include citations in my Personal Statement and/or my Contributions to Science?	<u>No, citations in these sections are no longer permitted</u> . However, in your Contributions to Science section, you may refer to products already listed in your “Other Significant Products” section.
What is the NIH Biographical Sketch Supplement and how do I create it?	The NIH Biographical Sketch Supplement is the form that captures your Personal Statement, Honors, and Contributions to Science. Both the NIH Biographical Sketch and the Supplement are completed together in SciENcv and downloaded as one PDF document which you will upload to your application.
Are Other Significant Contributors (OSCs) required to comply with these policies?	Yes, all persons listed in the R&R Senior/Key Persons section of the application (including OSCs) must have an eRA Commons ID linked with their ORCID ID and provide a compliant Biographical Sketch.
What if I run into technical problems with linking my accounts or generating a compliant Biographical Sketch in SciENcv?	Please contact the eRA Commons, ORCID, and/or SciENcv help desks, as appropriate. Per NOT-OD-26-033 , due to the number of technical difficulties, NIH will not withdraw applications that do not comply with the use of the Common Forms. This leniency is expected to be in place through May 2026.
Is there a resource to help me understand what to disclose, when, and where?	Yes! See the NIH Disclosures Table .

When in Doubt, Disclose It!

NIH requires **true, complete, and accurate reporting**. Full transparency throughout the award lifecycle is critical. All appointments and positions (foreign and domestic) that are currently active or were active within the past 3 years must be disclosed.

 **It is the individual's responsibility to ensure that the information contained in their Biographical Sketch documents is current, accurate, and complete.**