

**Office of Sponsored Research Administration**  
**NIH Common Form Biosketch and Biosketch Supplement Factsheet**  
**January 2026**

Required as of: January 25, 2026.

The following are the NIH Common Form Biosketch and Biosketch Supplement instructions for each individual identified as a senior/key person on a NIH project and to all other individuals required to submit a biosketch and supplement. The biosketch and supplement are used to assess how well qualified the individual, team, or organization is to conduct the proposed activities.

Consistent with NSPM-33, individuals are required to disclose contracts associated with participation in programs sponsored by foreign governments, instrumentalities, or entities, including foreign government-sponsored talent recruitment programs.

Further, if individuals receive direct or indirect support that is funded by a foreign government-sponsored talent recruitment program, even where the support is provided through an intermediary and does not require membership in the foreign government-sponsored talent recruitment program, that support must be disclosed.

Individuals must also report other foreign government-sponsored or affiliated activities. In accordance with 42 USC § 19232, individuals are prohibited from being a party in a malign foreign talent recruitment program.

The NSPM-33 Implementation Guidance, [available here](#), provides an overview of Pre- and Post-award Disclosures Relating to the Biographical Sketch and Current and Pending (Other) Support. The table includes the types of activities to be reported, where such activities must be reported in the application, as well as when updates are required in the application and award lifecycle. A final column identifies activities that are not required to be reported.

Individuals are reminded **not to submit any personal information in the biosketch**. This includes items such as: home address; home telephone, fax, or cell phone numbers; home email address; driver's license number; marital status; personal hobbies; and the like. Such personal information is not appropriate for the biosketch and is not relevant to the merits of the proposal.

**SciENcv NIH Common Form Biosketch:**

\* = required

**\*Identifying Information:**

- Name: Enter Last Name, First Name, and Middle Name, including any applicable suffix.
- Persistent Identifier (PID) of the Senior/Key Person: Enter the Open Researcher and Contributor ID (ORCID) ID of the senior/key person. For NIH, an individual's ORCID ID must be linked to the individuals' eRA Commons Personal Profile as well as their SciENcv account.
- Position Title: Enter the current position title of the senior/key person.

- Organization and Location: Name: Enter the name of the primary organization of the senior/key person. Location: Enter the City, State/Province, and Country where the primary organization is located. If the State/Province is not applicable, enter N/A.

**\*Professional Preparation:**

A list of the individual's professional preparation (e.g., education and training), listed in reverse chronological order by start date. Include all postdoctoral and fellowship training, as applicable, listing each separately. Also include the baccalaureate degree or other initial professional education. For each entry, provide:

- the name of the organization;
- the location of the organization: Enter the City, State/Province, and Country where the organization is located. If the State/Province is not applicable, enter N/A.
- the degree received (if applicable);
- the start date of the degree or fellowship program; • the month and year the degree was received (or expected receipt date); and
- the field of study.

**\*Appointments and Positions:**

A list, in reverse chronological order by start date, of all the individual's academic, professional, or institutional appointments and positions, beginning with the current appointment (including the associated organization and location). Appointments and positions include any titled academic, professional, or institutional position whether or not remuneration is received, and whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary).

Senior/key persons must only identify all domestic and foreign professional appointments and positions **outside of the primary organization for a period up to three years** from the date the applicant submits the application to the agency for funding consideration.

For each entry, provide:

- Start date: YYYY
- End date: YYYY
- Appointment or Position Title:
- Name of organization: Department (if applicable):
- Location of organization:
- City, State/Province, Country

**\*Products:**

Provide a list of: (i) up to **five** products closely related to the proposed project; and (ii) up to **five** other significant products that highlight the senior/key person's Contributions to Science. The NIH Biosketch Supplement will provide the opportunity to describe these contributions in more depth while referencing the other significant products cited in this section. It is up to the individual to determine how best to organize this listing to demonstrate their ability to carry out the project. Acceptable products must be citable and accessible including but not limited to:

- publications, conference papers, and presentations;
- website(s) or other Internet site(s);
- technologies or techniques;
- inventions, patents, patent applications, and/or licenses; and

- other products, such as data, databases, or datasets, physical collections, audio or video products, software, models, educational aids or curricula, instruments or equipment, research material, interventions (e.g., clinical or educational), or new business creation.

Each product must follow the NIH Policy on Use of Hypertext in NIH Grant Applications and include full citation information including:

- names of authors;
- product title;
- date of publication or release;
- website URL;
- other persistent identifier (if available); and
- other relevant citation information (e.g., in the case of publications, title of enclosing work such as journal or book, volume, issue, pages).

If any of the items specified above is not applicable, enter N/A.

Senior/key persons who wish to include publications in the products section of the biosketch that include multiple authors may, at their discretion, choose to list one or more of the authors and then "et al" in lieu of including the complete listing of authors' names.

### **SciENcv NIH Biosketch Supplement:**

\* = required

The NIH Biosketch Supplement will be appended to an individual's NIH Biosketch within SciENcv.

#### **\*Identifying Information:**

- Name: Enter Last Name, First Name, and Middle Name, including any applicable suffix.
- Persistent Identifier (PID) of the Senior/Key Person: Enter the Open Researcher and Contributor ID (ORCID) ID of the senior/key person. For NIH, an individual's ORCID ID must be linked to the individuals' eRA Commons Personal Profile as well as their SciENcv account.
- Position Title: Enter the current position title of the senior/key person.
- Organization and Location: Name: Enter the name of the primary organization of the senior/key person. Location: Enter the City, State/Province, and Country where the primary organization is located. If the State/Province is not applicable, enter N/A.

#### **\*Personal Statement:**

Briefly describe why you are well-suited for your role(s) in this project. Relevant factors may include: aspects of your training; your previous experimental work on this specific topic or related topics; your technical expertise; your collaborators or scientific environment; and/or your past performance in this or related fields, including ongoing and completed research projects from the past three years that you want to highlight. **The Personal Statement is limited to 3,500 characters.**

Do **NOT** provide citations in the NIH Biosketch Supplement.

#### **Note the following additional instructions for ALL applicants/candidates:**

- If you wish to explain factors that affected your past productivity, such as family care responsibilities, illness, disability, or military service, you may address them in this section.
- Indicate whether you have published or created research products under another name.

**Note the following instructions for specific subsets of applicants/candidates:**

- For institutional research training, institutional career development, or research education grant applications, faculty who are not senior/key persons are encouraged, but not required, to complete the Personal Statement section of the NIH Biographical Sketch Supplement. Please enter N/A in the text field if no Personal Statement will be provided.
- Applicants for dissertation research awards (e.g., R36) should, in addition to addressing the points noted above, also include a description of their career goals, their intended career trajectory, and their interest in the specific areas of research designated in the Notice of Funding Opportunity (NOFO).

**\* Honors**

List any relevant academic and professional achievements and honors. In particular:

- Students, postdocs, and junior faculty should include scholarships, traineeships, fellowships, and development awards, as applicable.
- Clinicians should include information on any clinical licensures and specialty board certifications that they have achieved.
- **The Honors section is limited to no more than 15 entries.**

**\* Contributions to Science:**

All senior/key persons should complete the "Contributions to Science" section. Please enter N/A in the text field if no Contributions to Science will be provided.

Briefly describe up to five of your most significant contributions to science. **Each Contribution to Science is limited to 2,000 characters**

While all applicants may describe up to five contributions, graduate students and postdocs may wish to consider highlighting two or three they consider most significant.

For each contribution, indicate the following:

- the historical background that frames the scientific problem;
- the central finding(s);
- the influence of the finding(s) on the progress of science or the application of those finding(s) to health or technology;
- and your specific role in the described work.
- **Figures, tables, or graphics are not allowed.**

You may reference up to five products listed in the Other Significant Products section of your biosketch that are relevant to the contributions described in this section of the NIH Biosketch Supplement.

There is no specific format for referencing the products in this section, however, it is recommended to refer to the title, use the author's last name, publication, and/or year of publication for ease of reference.

Do **NOT** provide citations in the NIH Biosketch Supplement.

Descriptions of contributions may include a mention of research products under development, such as manuscripts that have not yet been accepted for publication. These contributions do not have to be related to the project proposed in this application.

**\*Certification**

Each senior/key person is required to complete the following certifications regarding the information provided in their Biosketch and Biosketch Supplement:

**Certification of disclosure documents must be completed by each senior/key person from their own SciENcv account and may NEVER be delegated.**

*I certify that the information provided is current, accurate, and complete. This includes but is not limited to information related to domestic and foreign appointments and positions. I also certify that, at the time of submission, I am not a party to a malign foreign talent recruitment program.*

*I also certify that, as senior/key personnel listed within this application, I have taken the required research security training consistent and in compliance with Section 10634 of the CHIPS and Science Act of 2022.*

*Misrepresentations and/or omissions may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§ 287, 1001, 1031 and 31 U.S.C. §§ 3729-3733 and 3802.*