

REGION 7 PRESENTS: AN INTRODUCTION TO SCIENCE

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Agenda

- Defining SciENcv
- SciENcv principles
- What is a biosketch?
- SciENcv benefits
- SciENcv policies
- Walkthrough
- Reminders and tips from the NIH



What is SciENcv? Who developed it?

- An electronic system to help researchers assemble the professional information needed to participate in federally funded research.
- [Information on SciENcv- https://www.ncbi.nlm.nih.gov/books/NBK154494/?log\\$=activity](https://www.ncbi.nlm.nih.gov/books/NBK154494/?log$=activity)
- Developed by the National Center for Biotechnology Information (NCBI) at the National Institutes of Health (NIH)

Principles of SciENCv

- Database of professional experience
- Quote the documentation
- Any researcher may register
- Data owned by the researcher
- Researcher controls what data is made public, can edit and maintain the education
- Researcher has ultimate control over the data in the biosketch



Biosketch

Biosketch- documents an individual's qualifications and experience for a specific role in a project. Needed to apply for grants, progress reports, and support prior approval requests for changes in status

- <https://grants.nih.gov/grants-process/write-application/forms-directory/biographical-sketch-common-form>
- https://grants.nih.gov/sites/default/files/Common%20Form%20NIH%20Biographical%20Sketch_FINAL.pdf

Benefits of SciENCv

- Eliminates the need to enter biosketch information repeatedly
- Reduces admin burden for grant submissions and reporting requirements
- Researchers can describe their own contributions in their own way
- Streamlines a process that was much more complicated
- Eliminates the Word document template that was hard to use

Policies

- NIH **now requires** the use of SciENCv to complete Common Forms and the NIH Biographical Sketch Supplement to produce digitally certified PDF(s).
- On or after January 25, 2026
 - NIH implemented the Biographical Sketch Common Form and the Current and Pending (Other) Support Common Form for Research Performance Progress Reports (RPPRs) and application submissions.
- On or after May 8, 2026
 - Use of the Common Forms and NIH Biographical Sketch Supplement will be required for all application due dates and Just-In-Time (JIT), Research Performance Progress Report (RPPR), and Prior Approval submissions.

QUESTIONS

WALKTHROUGH



My NCBI Dashboard

The screenshot shows the My NCBI Dashboard with several panels. A red box highlights the user profile icon in the top right header, with an arrow pointing to a box labeled "Account information". Another red box highlights the "Sample BioSketch" entry in the SciENcv panel, with an arrow pointing to a box labeled "Recent Files". A third red box highlights the "Manage SciENcv" link in the SciENcv panel, with an arrow pointing to a box labeled "Manage SciENcv".

Search NCBI databases

Search: PubMed

My Bibliography

Your bibliography contains 1 items.
Your bibliography is private.

Recent Activity

Time	Database	Type	Term
15-Apr-2026	Books	record	SciENcv - My NCBI Help

Filters

Filters for: PubMed

SciENcv

Name	Last Update	Sharing	Type
Sample BioSketch	12:21 PM	Private	NIH-BGS25-1

Account information

Recent Files

Manage SciENcv

SciENCv home page

[MY.NCBI](#) > SCIENCV

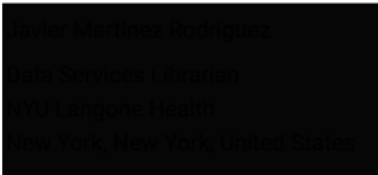
SciENCv

My Profile [Edit](#)

Profile Information

Name:

Title/Department:



Helpful Links

[About SciENCv](#)

[How to Use SciENCv](#)

Documentation

My Documents

+ NEW DOCUMENT

Create a new document

Last Updated ↓

Title

Format

Delete

4/24/26

[Sample.BioSketch](#)

NIH Biographical Sketch Common Form



Previously created documents



Edit your Profile

Edit My Profile

First Name *

This field is required.

Middle Name

Last Name *

This field is required.

Name Displayed As

Add credentials, if desired, e.g., Jean Doe, PhD

Position Title *

This field is required.

Name of Primary Organization *

This field is required.

City *

New York

Country *

United States

State/Province *

New York

Start Year *

 yyyy

Enter the correct date format

End Year

 yyyy

Leave blank for present



Create a New Document

Create a New Document

Asterisks (*) indicate required fields.

Document Name *
Sample.BioSketch

Document type *
NIH Biographical Sketch Common Form

Data source *

Use an external source

Source *
eRA Commons

ORCID

Start with a blank document

or

Create a New Document

Asterisks (*) indicate required fields.

Document Name *
Sample.BioSketch

Document type *
NIH Biographical Sketch Common Form

Data source *

Use an external source

Use an existing document in SciENcv

Start with a blank document

CANCEL CREATE

Create a New Document

Asterisks (*) indicate required sections or fields.

Identifying Information, Organization and Location *

 EDIT

Complete all required fields as indicated by the red asterisks.

In this section, disclose the information requested regarding the individual and their associated organization and location. All fields are required unless otherwise noted.

Download your Document

[MY NCI](#) > [SCIENCE](#) > SAMPLE.BIOSKETCH

NIH Biographical Sketch Common Form

[VIEW DRAFT](#)

[↓ DOWNLOAD PDF](#)

This Biographical Sketch Common Form provides instructions for submission of a biographical sketch by each individual identified as a [senior/key person](#) on a Federally funded research project. For NIH, these instructions also apply to all other individuals required to submit a biographical sketch. The biographical sketch is used to assess how well qualified the individual, team, or organization is to conduct the proposed activities.

[Information on NSPM-33 Disclosure Requirements:](#) 

[Reminder about not including Personal Information:](#) 

The format of the Biographical Sketch Common Form is provided below. For NIH, there is no page limit for the Biographical Sketch Common Form.

[Biographical sketch instructions](#)

Asterisks () indicate required sections or fields.*

Certify your Document

Certification

I certify that the information provided is current, accurate, and complete. This includes, but is not limited to, information related to current, pending, and other support (both foreign and domestic) as defined in 42 U.S.C. § 6605.

In accordance with Section 10632 of the CHIPS and Science Act of 2022 (42 U.S.C. § 19232), each individual identified as a senior/key person must certify that they are not a party to a malign foreign talent recruitment program.

Research Security Training Requirement for Federal Award Personnel: In accordance with Section 10634 of the CHIPS and Science Act of 2022 (42 U.S.C. § 19234), each individual identified as a senior/key person must certify that they have completed the requisite research security training that meets the requirements specified in Item 2 of Important Notice No. 149 within 12 months prior to proposal submission.

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.

CANCEL

CERTIFY



Link your Account to Third Parties

[Dashboard](#)


[Publications](#)

[Account settings](#)

[Log out](#)

Linked Accounts

You can log into your NCBI account via these third parties. Contact the third party about any issues related to logging into any of the accounts below.

Account	Email/ID	Remove
ORCID	[REDACTED]	

[Add account](#)

Link your Account to Third Parties

Linked Accounts

You can log into your NCBI account via these third parties. Contact the third party about any issues related to logging into any of the accounts below.

Account	Email/ID	Remove
ORCID	[REDACTED]	

[Add account](#)

Link a new 3rd-party account

Search for the account name or click on a link below to connect your My NCBI account to one of these partner organizations. Please note, you can only link one account per third-party partner.

Available 3rd-party partners

[eRA Commons](#)

You will be redirected to the third-party website to log in.

Assign Delegates

Dashboard

Publications

Account settings

Log out

Delegates

You can add delegates to help you manage your bibliography and/or SciENcv profiles.

[Add delegate](#)



Assign Delegates

Delegates

You can add delegates to help you manage your bibliography and/or SciENcv profiles.

Add delegate



Add a Delegate

Enter the delegate's email address

What will happen:

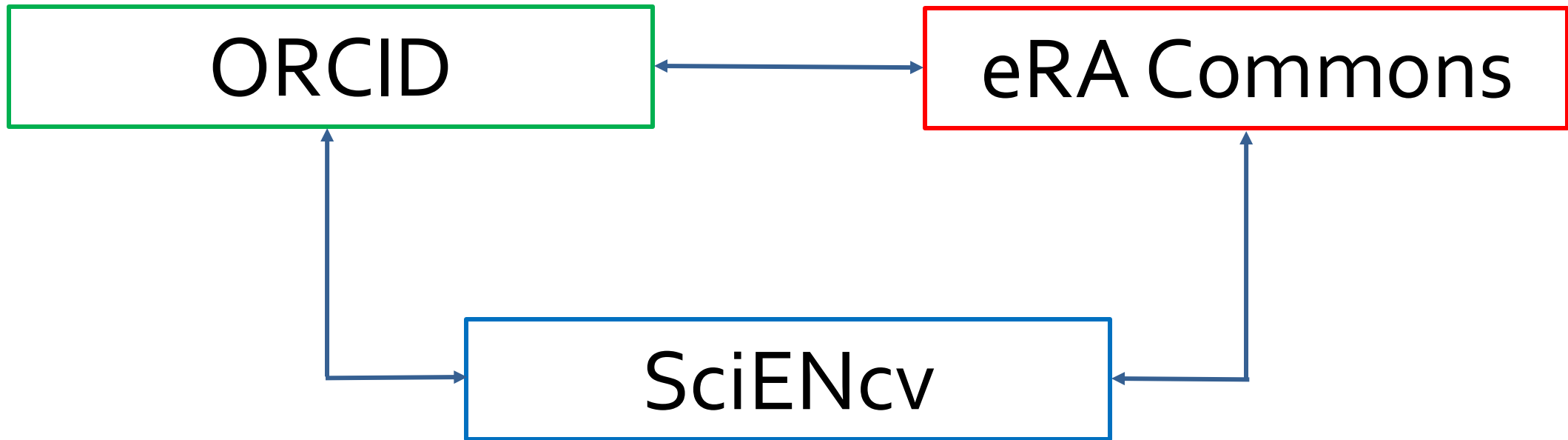
- Your delegate will receive an e-mail notifying them of access.
- Your delegate will click a link in the e-mail to activate access.
- If your delegate does not have a My NCBI account, they will be invited to register.



Reminders and Tips from the NIH

- Associate your ORCID iD account and eRA Commons account with SciENcv.
- Do not flatten the PDF once certified and downloaded from SciENcv (unless otherwise noted in the Application Guide or Notice of Funding Opportunity (NOFO) Instructions).

Link your Accounts to Pass Validation!



Reminders and Tips from the NIH

- Delegates can be assigned in SciENcv to assist an investigator in populating the forms, but only that investigator can certify and complete the process.
- Investigators with an existing SciENcv document will be able to transfer their information to the appropriate version of the NIH Common Forms. Investigators taking this approach are encouraged to carefully review the new version to ensure the information is still accurate and any missing fields are addressed.



QUESTIONS

Useful Links

- SciENcv: <https://www.ncbi.nlm.nih.gov/sciencv/>
- Common Forms for Biographical Sketch and Current and Pending (Other) Support Policy: <https://grants.nih.gov/policy-and-compliance/implementation-of-new-initiatives-and-policies/common-forms-for-biosketch>
- Information on SciENcv: [https://www.ncbi.nlm.nih.gov/books/NBK154494/?log\\$=activity](https://www.ncbi.nlm.nih.gov/books/NBK154494/?log$=activity)
- Biosketch Common Form: https://grants.nih.gov/sites/default/files/Common%20Form%20NIH%20Biographical%20Sketch_FINAL.pdf
- Biosketch Supplement: <https://grants.nih.gov/grants-process/write-application/forms-directory/nih-biographical-sketch-supplement>
- Information on Biosketch Common Form: <https://grants.nih.gov/grants-process/write-application/forms-directory/biographical-sketch-common-form>
- NOT-OD-26-018: <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-26-018.html>



THANK YOU!

