

NIH Biosketch & ORCID Integration

Comprehensive FAQ & Job Aid Effective Jan 25, 2026

NIH Biosketch Changes Effective January 25, 2026

1. Mandatory use for Biographical Sketches for all applications, JIT submissions, and RPPRs submitted on or after January 25, 2026.
2. Required documents:
 - a. [Biographical Sketch Common Form](#)
 - b. [NIH Biographical Sketch Supplement](#)
3. More information on [NOT-OD-26-018](#).

Who Must Submit These Documents

1. Applies to **ALL** individuals designated as senior/key personnel.
2. Each person must provide the Biographical Sketch Common Form and the NIH Biosketch Supplement.

Where to Create the Required Forms

1. All required documents must be created in SciENcv.
2. Instructions available via the [NIH guidance page](#).

Required Accounts Before You Begin

1. Researchers must have an [eRA Commons ID](#).
2. Researchers must have an [ORCID iD](#).
3. [ORCID and eRA Commons accounts must be linked](#) to SciENcv account.

Certification Requirement

1. Researchers must digitally sign the SciENcv certification before submission.
2. Delegates may prepare documents but **CANNOT** complete certification.

ORCID Basics

1. An ORCID iD is a persistent digital identifier that uniquely identifies researchers.
2. Register at orcid.org/register.
3. Visibility settings recommended: Everyone or Trusted Parties.

Linking ORCID

1. [Link ORCID to eRA Commons](#) via Personal Profile → Create/Connect ORCID iD.
2. [Link ORCID to SciENcv](#) via Account Settings → Linked Accounts → Add ORCID.
3. Institutional login may automatically recognize affiliation.

Workflow: Setting Up Required Accounts

1. Create or confirm your eRA Commons ID.
2. Register for an [ORCID iD](#).
3. Log into [eRA Commons](#) and [link your ORCID](#).
4. Log into [SciENcv](#) and confirm ORCID linkage.
5. Click the blue Edit link next to "My Profile" and complete the requisite account linkages.

Workflow: Creating the NIH Biosketch in SciENcv

1. Log into SciENcv.
2. Select NIH Biosketch Common Form.
3. Import or manually add your ORCID-linked data.
4. Add required Supplement information.
5. Review and digitally certify the document.

***Note:** Delegates **CANNOT** add a PI's ORCID if it is missing from their profile*

***Note:** Key personnel **MUST** log into SciENcv to link their ORCID with their profile*