RUSH
Office of Sponsored Programs

NIH Biographical Sketch (Biosketch) Checklist

The biosketch is required for NIH grant applications and progress reports. For detailed instructions, blank forms and samples click here.

	GENERAL INFORMATION
	If they meet the definition of Senior/Key personnel or Other Significant Contributor, completed a biosketch. Click here for definitions of each.
	Used current form with most current expiration date found at: https://grants.nih.gov/grants/forms/biosketch.htm
	5 pages or less to meet the maximum
	If the PD/PI, entered the correct username and affiliation/role on the biosketch. Check eRA Commons
	Listed education/training beginning with undergraduate education and concluding with the most recent training including postdoc or residency
	No figures, tables, graphics, embedded or attached files (e.g., video, graphics, sound, data) were included
	Section A. PERSONAL STATEMENT
	Included a justification for researcher's role in the project
	Listed no more than four peer-reviewed publications that specifically highlight experience & qualifications If training, career development, research supplements to promote diversity, or research education grant, check here for specific requirement(s)
	Section B. POSITIONS AND HONORS
	Listed positions since completion of most recent degree in chronological order with current position last
	If a Clinician, they included information on any clinical licensures and specialty board certifications
	If students, postdocs, or junior faculty, included scholarships, traineeships, fellowships, and development awards
	Included Other Experience, Professional Memberships and Honors when applicable
	Section C. CONTRIBUTIONS TO SCIENCE
	If Senior/Key person they completed this section of the biosketch
	Listed no more than **five contributions** to science
	Each contribution included: 1) historical background, 2) central findings, 3) influence of the findings on science, health, technology, and 4) specific role in the described work.
	Each contribution had no more than **4 peer-reviewed publications** or other non-publication research products.
	Each contribution was no longer than ½ page including citations.
	If a URL to a full list of published work, the URL linked to a Federal Government website.
	Section D. ADDITIONAL INFORMATION: RESEARCH SUPPORT
	Listed both ongoing and completed research projects ONLY from the past **three years** (Federal and Non-Federal)
	Each entry included: 1) overall goals, 2) role on project, and 3) start/end dates of the project (mm/dd/yy format)
	None of the research support entries included monetary amounts, effort, or number of person months.
	Section D. ADDITIONAL INFORMATION: SCHOLASTIC PERFORMANCE
	If fellowship or supplement to promote diversity, check here for specific requirements