

ACTION REQUIRED

Verify and Update SciENcv Biosketches and Current & Pending Other Support Documents

The Office of Sponsored Programs is sharing the following Research Administration Network update. SciENcv updated the electronic signature certificate used for Biographical Sketches and Current & Pending Other Support (CPOS) common form documents.

Important: The previous certificate expires September 26, 2026. NIH applications submitted after that date may fail validation if the documents were certified using the previous certificate.

Who Is Affected?

This affects all federal submissions where a SciENcv **Biosketch** is required.

Required Steps

1. Review all biosketches and CPOS documents

- Locate the most recent SciENcv-generated Biographical Sketch and CPOS document for every key person.
- Confirm that each PDF uses the updated SciENcv electronic signature certificate before routing the application to OSP.

2. Open the PDF in Adobe Acrobat

Open the SciENcv-generated PDF in Adobe Acrobat and access the signature or certificate information. In the Signatures panel, expand the SciENcv signature, expand **Signature Details**, and select **Certificate Details**.

Tip: The certificate may be reviewed either in the Certificate Viewer or on the certificate properties General tab. The key field is the certificate expiration date.

3. Check the certificate expiration date

In the certificate details, locate the **Valid to** or **Expires On** field.

General

Details

Issued To

Common Name (CN)

ncbi-sciencv-era-prod.ncbi.nlm.nih.gov

Organization (O)

<Not Part Of Certificate>

Organizational Unit (OU)

<Not Part Of Certificate>

Issued By

Common Name (CN)

Go Daddy Secure Certificate Authority - G2

Organization (O)

GoDaddy.com, Inc.

Organizational Unit (OU)

http://certs.godaddy.com/repository/

Validity Period

Issued On

Thursday, March 12, 2026 at 10:06:49 AM

Expires On

Saturday, September 26, 2026 at 10:06:49 AM

SHA-256 Fingerprints

Certificate

ed3f6863456bd3b1e2efb4252e0dae76d6391b67096b76974244adc2ad108182

Public Key

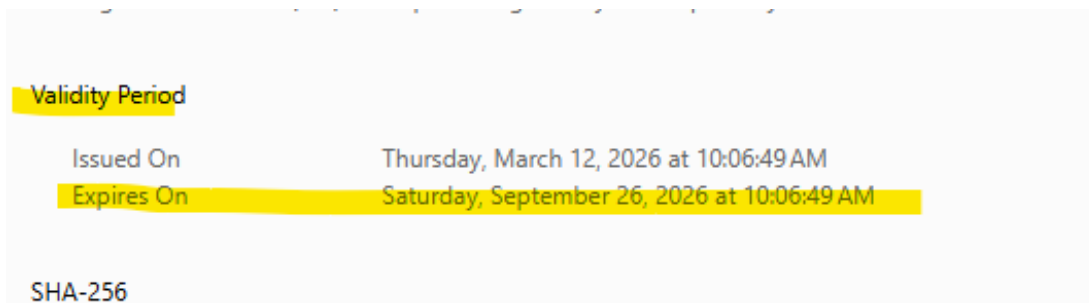
e5f25e37766acaee08724f7abcc942f35a841570a9743061c2eb26f58c20e28f

Example of the previous certificate: The General tab shows a validity period ending Saturday, September 26, 2026. A document with this expiration date must be regenerated and recertified in SciENCv before submission after September 26.

How to Interpret the Result

Certificate date shown	Status	Required action
Valid to: 2027/03/14	Acceptable	No replacement is needed based on the certificate date.
Valid to: 2026/09/26	Replace	Regenerate and recertify the document in SciENCv, then download a new PDF.

Visual Example: Where to Find the Expiration Date



The highlighted **Validity Period** section identifies the expiration date. The example above expires September 26, 2026 and represents the previous certificate.

4. Regenerate documents with the previous certificate

If a biosketch or CPOS document shows an expiration date of September 26, 2026:

- Return to SciENcv.
- Regenerate and recertify the Biographical Sketch and/or CPOS document.
- Download the newly certified PDF.
- Reopen the new PDF in Adobe Acrobat and confirm that the certificate displays **Valid to: 2027/03/14**.

5. Complete the review before routing to OSP

- Review biosketches and CPOS documents for all key personnel.
- Replace any document showing an expiration date of 09/26/2026.
- Upload the newly certified versions to the proposal record.
- Confirm that updated documents show a validity date of 03/14/2027.

Reminder for the October 5, 2026 NIH deadline: Obtain updated biosketches and CPOS documents with expired validity dates before Huron routing to OSP.

Additional Notes

- SciENcv updated the certificate on or about September 19, 2026.
- Huron is beginning to show warning messages for biosketches with the previous certificate.
- A validity check showing an expiration date of 09/26/2026 indicates that an updated document is required.
- Failure to replace affected documents may cause NIH validation errors and delay submission.