



# Internal Application for Access to Web Based NIH eRA Commons

## User Information

\* Required Information

User ID\*

*The User ID length should be between 6 and 30 characters and should NOT contain special characters except the @ sign, the hyphen, the period, and the underscore. If the user ID is already taken, the administrator or system will generate an ID for the user.*

Last Name\*

First Name\*

Middle Name

Email\*

## Requested Role\*

[Review the eRA Commons Roles and Privileges Matrix](#)

### Administrative Roles

Account Administrator  
Administrative Official  
Assistant  
Business Official

### Scientific Roles

Graduate Student  
Program  
Director/Principal  
Investigator  
Postdoc  
Project Personnel  
Scientist  
Sponsor  
Trainee  
Undergraduate

### Other Roles

ASSIST Access Maintainer  
FCOI  
FCOI Assistant  
FCOI View  
Financial Status Reporter  
Loan Repayment  
Program System  
OLAW Report User  
Public Access  
Compliance Report  
SBIR Cap  
Signing Official

**Please forward this form to your Department Administrator for your request to be processed in eRA Commons.** You should receive account confirmation from NIH via email. If you have any questions or concerns, you may reach out to your [Grant Analyst](#).