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Changes to Fellowship Applications

Learn more about the changes being made to fellowship application forms and instructions for due dates on or after January 25, 2025.

On this page:

- Changes to Sections of PHS Fellowship Supplemental Form
- Additional Notable Changes
- Revised Instructions for Reference Letters

To better align the fellowship application with the revised review criteria, the PHS Fellowship Supplemental Form will be updated. Among other things, the changes aim to emphasize the importance of the candidate's research training plan. These changes will affect the previously labeled Fellowship Applicant, Research Training Plan, and Sponsor(s), Collaborator(s), and Consultant(s) sections.

Changes to Sections of PHS Fellowship Supplemental Form

For due dates before Jan. 25, 2025

For due dates on or after Jan. 25, 2025

Introduction

1. Introduction to Application (for Resubmission Applications)

Introduction

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Fellowship Applicant Section

2. Applicant's Background and Goals for Fellowship Training

Candidate Section

2. Candidate's Goals, Preparedness, and Potential*

Research Training Plan

2. Specific Aims

3. Research Strategy

4. Respective Contributions**

Research Training Plan

3. Training Activities and Timelines*

4. Research Training Project Specific Aims*

5. Research Training Project Strategy*

5. Selection of Sponsor and Institution**

6. Progress Report Publication List (for Renewal Applications)

7. Training in Responsible Conduct of Research

6. Progress Report Publication List (for Renewal Applications)

7. Training in the Responsible Conduct of Research

Sponsor(s), Collaborator(s), and Consultant(s) Section

8. Sponsor and Co-Sponsor Statements

9. Letters of Support from Collaborators, Contributors, and Consultants

10. Description of Institutional Environment, and Commitment to training**

11. Description of Candidate's contributions to Program Goals

Commitment to Candidate, Mentoring, and Training Environment

8. Sponsor and Co-Sponsor Statements

9. Letters of Support from Collaborators, Contributors, and Consultants

10. Descriptions of Candidate's Contribution to Program Goals

* Section added or revised

** Information moved elsewhere in application

Additional Notable Changes

Notable Change	Details
Candidate biosketch	• Grades will no longer be required or allowed.
Revisions to the Applicant Section (now "Candidate Section")	• Candidates will be required to submit four personal statements: (1) a statement of professional and fellowship goals, (2) fellowship qualifications, (3) a self-assessment, and (4) a statement of scientific perspective.
Revisions to the Research Training Plan Section	• The headings of some sections have been revised to emphasize the importance of training in the fellowship project. • The section Selection of Sponsor and Institution has been removed in favor of including the information elsewhere in the application.

Notable Change	Details
Revisions to the previously labeled Candidate Sponsor and Co-sponsor Section (now "Commitment to Candidate, Mentoring, and Training Environment")	• Sponsors and Co-sponsors will be required to submit five statements: (1) Mentoring Approach and Candidate Mentoring Plan; (2) Prior Commitment to Training and Mentoring; (3) Commitment to the Candidate's Research Training Plan; (4) Research Training Environment; and (5) Candidate's Potential. A sixth statement on Clinical Training will be required for candidates proposing to gain experience in a clinical trial as part of the research training plan.

Revised Instructions for Reference Letters

NIH is also providing more detailed instructions so that reference letters may better assist reviewers in understanding the candidate's preparedness and potential to pursue a productive career in the biomedical research workforce. Updated instructions will be posted on the NIH Grants page for Reference Letters as soon as they are available (later in 2024).

FAQs

Revisions to the NIH Fellowship Application and Review Process