eRA Commons Accounts: Who and How and Where

Who needs an account?	How do they get an account?	Where can information be found?	
Institutions/Research Organizations	Institutions and organizations register with eRA Commons, and at the time of registration, they assign a Signing Official (SO) and an Account Administrator (AA). These people can create additional accounts after the registration process is complete.	Webpage: Online help: Video :	[Register in eRA Commons](#) [Registering Institutions and Organizations](#) [Institutional Registration in eRA Commons](#)
Program Directors/Principal Investigators (PD/PI)	If a PD/PI has never had an eRA Commons account, an SO or an AA can create an account for them. If a PD/PI already has an eRA Commons account, an SO or an AA can affiliate that account with their institution	Web Page: Online Help: Video :	[Create and Edit an Account](#) [Create a New Account for an Individual](#) [How Signing Officials Create Accounts in eRA Commons](#)
Trainees	Trainees are invited to register in eRA Commons by the supervising Principal Investigator. Or an SO or AA can create the account for the trainee.	Web Page: Online Help: Video :	[For Grantees – Manage Trainees, Fellows](#) [Trainee Information](#) [How PIs Invite Trainees to eRA Commons](#)
NIH Scholars	NIH Scholars can create an account in eRA Commons by registering themselves as an institution. So they must complete all the same steps and registrations as an institution/research organization.	Web Page: Online Help: Video :	[NIH NSF Definition of Scholar](#) [User Roles](#) (Look to SO and PI) [How Scholars Register in Commons](#)
Scientist **Post-Doc** **Graduate Students** **Undergraduate Students** **Project Personnel**	These classifications or roles have no functional abilities within eRA Commons. They are used for reporting purposes in relation to the Biomedical Research Workforce initiative. Accounts for these users are created by an SO or AA.	Web Page: Online Help:	[Supporting the Biomedical Research Workforce](#) [User Roles](#)

Questions or help with these instructions? Contact the eRA Service Desk at https://grants.nih.gov/support/index.html