

Accessing Qualified-Access Data at NIAGADS

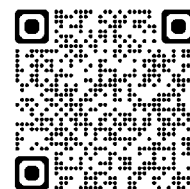
A quick-start guide to searching, requesting, and downloading controlled datasets in the NIAGADS Data Sharing Service (DSS).

- 1** Search
Find datasets
- >
- 2** Apply
Submit a DAR
- >
- 3** Approval
Get reviewed
- >
- 4** Access
Download data

1 Find qualified-access data

Browse the catalog and note the datasets you need

- Go to dss.niagads.org/dataset.
- Search or filter by **disease, data type, study, or accession**.
- Check each dataset's **access level** and look for **Qualified Access** datasets are indicated by a lock icon.
- Open a dataset to review its **data-use limitations** (consent level) and note the **accession ID**.



Browse datasets

dss.niagads.org/dataset

2 Submit your Data Access Request

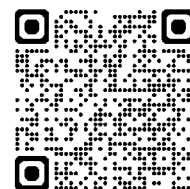
Apply through the DARM system as an eligible PI

You'll need an **eRA Commons ID** and an **institutional email** to begin.

- Log in at dss.niagads.org/login through NIH RAS using a **verified login.gov** or **ID.me** account linked to your **eRA Commons ID**.
- Fill in the information requested in the application.
- Attach the required documents (listed below) and note your **DAR ID**.
- The PI submits the DAR to the **Signing Official**.
- Your Signing Official reviews and submits on your behalf.
- Email your signed **DTA** in parallel with your DAR to niagads@penntestmed.upenn.edu.

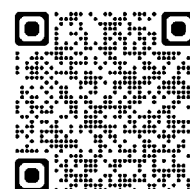
⚠ Before you submit: key rules

- The **PI, Signing Official, and IT Director** must all be separate people.
- A request submitted with a **non-institutional email** will be returned.
- All **external collaborators** must be added to your DAR, and each must submit an identical parallel DAR from their own institution.



Application Instructions

Step-by-step guide



Application Video Tutorial

Watch a walkthrough

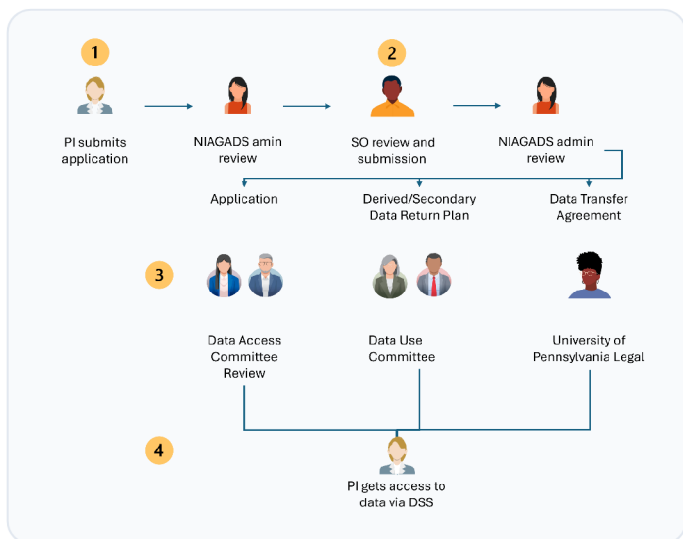
📄 Documents to prepare for your DAR

- ✓ Current **IRB approval** or letter of exemption (valid 6+ months) & IRB protocol
- ✓ Signed **NIA Genomic Data Sharing Plan**
- ✓ Signed **Data Distribution Agreement (DDA)**
- ✓ Signed **Data Transfer Agreement (DTA)** — emailed to NIAGADS

All documents must be in English — include signed translations where the primary language differs.

3 How your request gets approved

Four stages from submission to access

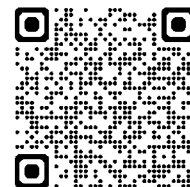


- 1 The PI logs into the **NIAGADS Data Access Management System (DARM)** and completes the data access request (DAR).
- 2 The **Signing Official (SO)** reviews and submits the DAR on behalf of the PI.
- 3 The application, derived/secondary data return plan, and DTA are routed to the **NIAGADS ADRD Data Access Committee (NADAC)**, **Data Use Committee**, and **UPenn Legal** teams respectively.
- 4 Once the two review committees approve and the DTA is countersigned, the investigator **gains access** to the data through NIAGADS DSS.

4 Download approved data

Get your datasets once the request is approved

- 1 Log in at dss.niagads.org/login.
- 2 Go to **My Profile** and add & verify your Amazon Web Services (AWS) account. Allow 24 hours for permissions to update.
- 3 Return to the landing page and open your approved project under **Approved Requests**.
- 4 Identify the files you're interested in and **add them to your cart**.
- 5 Download the data, or export the **S3 paths** to download via AWS.



DSS User Guide
Full documentation

NIAGADS RESOURCE GUIDE

Explore datasets, discovery tools, and access guidance

Learn about NIAGADS DSS datasets, discovery tools, user resources, and guidance for accessing and sharing AD/ARD research data.

dss.niagads.org/booklet



Scan to open booklet

DATA REQUESTS

niagads@penmedicine.upenn.edu

Questions about applications, documents, approvals, and access

TECHNICAL & GENERAL SUPPORT

help@niagads.org

Account issues, portal questions, and everything else — submit a ticket