

**Registration deadline is Friday, March 15, 2019**

The Lowcountry Regional Science and Engineering Fair (LRSEF) will be held Tuesday, April 09, 2019. Logistics for the event are included in this packet. To compete in the LRSEF, registration must be completed by Friday, March 15, 2019. The following checklist will help you complete the registration process. More information on the LRSEF, all forms, and the online registration link can be found on the LSF website at <http://lhsm.cofc.edu/lowcountry-science-fair>.

**SENIOR DIVISION (GRADES 9-12) REGISTRATION CHECKLIST**

**This checklist is provided for your use only. This does not need to be submitted to the LSF.**

\_\_\_\_\_ Online registration form submitted at <http://blogs.cofc.edu/lowcountryhall/lowcountry-science-and-engineering-fair-registration/>.  
 For team projects, each student submits an online registration and approval form. Select the Category that is appropriate and then indicate that it's a team. To avoid confusion, please enter the same project name and description.  
 Project Name \_\_\_\_\_  
 Description \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ Approval Form/Publicity Form is signed by student and parent or guardian.

\_\_\_\_\_ ISEF Forms 1, 1A, and 1B are completed and signed by student, guardian, and teacher.  
 ISEF forms are found at <https://student.societyforscience.org/forms>.

\_\_\_\_\_ Any other appropriate ISEF forms are completed. It is recommended that you use the ISEF Rules Wizard at <https://apps2.societyforscience.org/wizard/index.asp> to determine if any other ISEF forms are required for your project.

\_\_\_\_\_ Registration Fee made payable to "College of Charleston". Or submitted online at [https://secure.touchnet.com/C20590\\_ustores/web/store\\_main.jsp?STOREID=24](https://secure.touchnet.com/C20590_ustores/web/store_main.jsp?STOREID=24)

Fees: \$25/individual project and \$30/team project\*

*If team members are splitting the cost of the fee, only send a check or pay online for your portion of the cost. Each team member should not pay the entire fee.*

\_\_\_\_\_ ISEF Forms, Approval Form, and Registration Fee mailed or submitted online (may be postmarked March 15, 2019) to:  
 Lowcountry Science Fair  
 ATTN: Mini Narayanan  
 66 George Street, Bell 201  
 Charleston, SC 29424

**Reminder:**  
 Team/PBL projects in the Senior Division (grades 9 – 12) may only have 2 members!



**Registration deadline is Friday, March 15, 2019**

**APPROVAL FORM  
Senior Division**

**STUDENT APPROVAL**

I have read the rules and regulations of the Lowcountry Regional Science and Engineering Fair and agree to abide by them.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
PRINT Student Name

\_\_\_\_\_  
Date

**PARENT/ GUARDIAN APPROVAL**

I understand that photographs may be taken during the competition and awards ceremony for publicity purposes (such as brochures, booklets, etc.), Students are never identified in the photographs used.

*Please check one of the following statements.*

- I give permission to the Lowcountry Science Fair to use the photographs of my child for publicity purposes.
- I do *not* give permission to the Lowcountry Science Fair to use the photographs of my child for publicity purposes.

I understand that my child, as a participant of the Lowcountry Regional Science and Engineering Fair (LRSEF) Senior Division, may be nominated to attend the Intel International Science and Engineering Fair (ISEF) in Phoenix, AZ on May 12-17, 2018 (May 11<sup>th</sup> may be a travel day). If my child is nominated, I understand that the ISEF registration paperwork will be due eight (8) calendar days after the LRSEF.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
PRINT Parent/Guardian Name

\_\_\_\_\_  
Date

## Parent/Guardian Publicity Authorization and Release

Dear Student and Parent/Guardian,

The Lowcountry Hall of Science and Math at the College of Charleston requests your permission to reproduce through printed, audio, visual or electronic means, Lowcountry Regional Science and Engineering Fair activities in which your student has participated. Your authorization will enable us to use specially prepared materials to increase public awareness and promote continuation and improvement of the science fair through the use of mass media, displays, brochures, websites, etc.

### STUDENT INFORMATION:

1. Name of Student: \_\_\_\_\_
2. Name of Parent/Guardian: \_\_\_\_\_

I, as a parent or guardian, of the above-named student fully authorize and grant the Lowcountry Hall of Science and Math, the right to print, photograph, and utilize as desired, the biographical information – name, image, school, etc. – of the above named student on any electronic and printed formats (such as brochures, booklets, websites, etc.), currently developed, for the purposes stated or related to the above.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

## Checklist for Adult Sponsor (1)

This completed form is required for ALL projects.

**To be completed by the Adult Sponsor in collaboration with the student researcher(s):**

Student's Name(s): \_\_\_\_\_

Project Title: \_\_\_\_\_

1.  I have reviewed the Intel ISEF Rules and Guidelines.
2.  I have reviewed the student's completed Student Checklist (1A) and Research Plan/Project Summary.
3.  I have worked with the student and we have discussed the possible risks involved in the project.
4.  The project involves one or more of the following and requires prior approval by an SRC, IRB, IACUC or IBC:
 

<input type="checkbox"/> Humans	Potentially Hazardous Biological Agents
<input type="checkbox"/> Vertebrate Animals	<input type="checkbox"/> Microorganisms <input type="checkbox"/> rDNA <input type="checkbox"/> Tissues
5.  Items to be completed for **ALL PROJECTS**

<input type="checkbox"/> Adult Sponsor Checklist (1)	<input type="checkbox"/> Research Plan/Project Summary
<input type="checkbox"/> Student Checklist (1A)	<input type="checkbox"/> Approval Form (1B)
<input type="checkbox"/> Regulated Research Institutional/Industrial Setting Form (1C) (when applicable; after completed experiment)	
<input type="checkbox"/> Continuation/Research Progression Form (7) (when applicable)	

**Additional forms required if the project includes the use of one or more of the following (check all that apply):**

- Humans**, including student designed inventions/prototypes. (Requires prior approval by an Institutional Review Board (IRB); see full text of the rules.)
  - Human Participants Form (4) or appropriate Institutional IRB documentation
  - Sample of Informed Consent Form (when applicable and/or required by the IRB)
  - Qualified Scientist Form (2) (when applicable and/or required by the IRB)
- Vertebrate Animals** (Requires prior approval, see full text of the rules.)
  - Vertebrate Animal Form (5A) - for projects conducted in a school/home/field research site (SRC prior approval required.)
  - Vertebrate Animal Form (5B) - for projects conducted at a Regulated Research Institution. (Institutional Animal Care and Use Committee (IACUC) approval required prior experimentation.)
  - Qualified Scientist Form (2) (Required for all vertebrate animal projects at a regulated research site or when applicable)
- Potentially Hazardous Biological Agents** (Requires prior approval by SRC, IACUC or IBC, see full text of the rules.)
  - Potentially Hazardous Biological Agents Risk Assessment Form (6A)
  - Human and Vertebrate Animal Tissue Form (6B) - to be completed in addition to Form 6A when project involves the use of fresh or frozen tissue, primary cell cultures, blood, blood products and body fluids.
  - Qualified Scientist Form (2) (when applicable)
  - The following are exempt from prior review but require a Risk Assessment Form 3: projects involving protists, archae and similar microorganisms, for projects using manure for composting, fuel production or other non-culturing experiments, projects using color change coliform water test kits, microbial fuel cells, and projects involving decomposing vertebrate organisms.
- Hazardous Chemicals, Activities and Devices** (No SRC prior approval required, see full text of the rules.)
  - Risk Assessment Form (3)
  - Qualified Scientist Form (2) (required for projects involving DEA-controlled substances or when applicable)

\_\_\_\_\_  
Adult Sponsor's Printed Name                      Signature                      Date of Review (mm/dd/yy)

\_\_\_\_\_  
Phone                      Email



## Student Checklist (1A)

This form is required for ALL projects.

1. a. Student/Team Leader: \_\_\_\_\_ Grade: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
b. Team Member: \_\_\_\_\_ c. Team Member: \_\_\_\_\_

2. Title of Project: \_\_\_\_\_  
\_\_\_\_\_

3. School: \_\_\_\_\_ School Phone: \_\_\_\_\_  
School Address: \_\_\_\_\_  
\_\_\_\_\_

4. Adult Sponsor: \_\_\_\_\_ Phone/Email: \_\_\_\_\_

5. Does this project need SRC/IRB/IACUC or other pre-approval?  Yes  No Tentative start date: \_\_\_\_\_

6. Is this a continuation/progression from a previous year?  Yes  No

If Yes:

a. Attach the previous year's  Abstract **and**  Research Plan/Project Summary

b. Explain how this project is new and different from previous years on

Continuation/Research Progression Form (7)

7. This year's laboratory experiment/data collection:

\_\_\_\_\_

Actual Start Date: (mm/dd/yy)

End Date: (mm/dd/yy)

8. Where will you conduct your experimentation? (check all that apply)

Research Institution  School  Field  Home  Other: \_\_\_\_\_

9. List name and address of all non-home and non-school work site(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone/  
email \_\_\_\_\_

10. **Complete a Research Plan/Project Summary following the Research Plan/Project Summary instructions and attach to this form.**

11. **An abstract is required for all projects after experimentation.**

## Research Plan/Project Summary Instructions

**A complete Research Plan/Project Summary is required for ALL projects and must accompany Student Checklist (1A).**

1. All projects must have a Research Plan/Project Summary
  - a. Written prior to experimentation following the instructions below to detail the rationale, research question(s), methodology, and risk assessment of the proposed research.
  - b. If changes are made during the research, such changes can be added to the original research plan as an addendum, recognizing that some changes may require returning to the IRB or SRC for appropriate review and approvals. If no additional approvals are required, this addendum serves as a project summary to explain research that was conducted.
  - c. If no changes are made from the original research plan, no project summary is required.
2. Some studies, such as an engineering design or mathematics projects, will be less detailed in the initial project plan and will change through the course of research. If such changes occur, a project summary that explains what was done is required and can be appended to the original research plan.
3. The Research Plan/Project Summary should include the following:
  - a. **RATIONALE:** Include a brief synopsis of the background that supports your research problem and explain why this research is important and if applicable, explain any societal impact of your research.
  - b. **RESEARCH QUESTION(S), HYPOTHESIS(ES), ENGINEERING GOAL(S), EXPECTED OUTCOMES:** How is this based on the rationale described above?
  - c. Describe the following in detail:
    - **Procedures:** Detail all procedures and experimental design including methods for data collection. Describe only your project. Do not include work done by mentor or others.
    - **Risk and Safety:** Identify any potential risks and safety precautions needed.
    - **Data Analysis:** Describe the procedures you will use to analyze the data/results.
  - d. **BIBLIOGRAPHY:** List major references (e.g. science journal articles, books, internet sites) from your literature review. If you plan to use vertebrate animals, one of these references must be an animal care reference.

Items 1–4 below are subject-specific guidelines for additional items to be included in your research plan/project summary as applicable.

1. **Human participants research:**
  - a. **Participants:** Describe age range, gender, racial/ethnic composition of participants. Identify vulnerable populations (minors, pregnant women, prisoners, mentally disabled or economically disadvantaged).
  - b. **Recruitment:** Where will you find your participants? How will they be invited to participate?
  - c. **Methods:** What will participants be asked to do? Will you use any surveys, questionnaires or tests? If yes and not your own, how did you obtain? Did it require permissions? If so, explain. What is the frequency and length of time involved for each subject?
  - d. **Risk Assessment:** What are the risks or potential discomforts (physical, psychological, time involved, social, legal, etc.) to participants? How will you minimize risks? List any benefits to society or participants.
  - e. **Protection of Privacy:** Will identifiable information (e.g., names, telephone numbers, birth dates, email addresses) be collected? Will data be confidential/anonymous? If anonymous, describe how the data will be collected. If not anonymous, what procedures are in place for safeguarding confidentiality? Where will data be stored? Who will have access to the data? What will you do with the data after the study?
  - f. **Informed Consent Process:** Describe how you will inform participants about the purpose of the study, what they will be asked to do, that their participation is voluntary and they have the right to stop at any time.
2. **Vertebrate animal research:**
  - a. Discuss potential ALTERNATIVES to vertebrate animal use and present justification for use of vertebrates.
  - b. Explain potential impact or contribution of this research.
  - c. Detail all procedures to be used, including methods used to minimize potential discomfort, distress, pain and injury to the animals and detailed chemical concentrations and drug dosages.
  - d. Detail animal numbers, species, strain, sex, age, source, etc., include justification of the numbers planned.
  - e. Describe housing and oversight of daily care
  - f. Discuss disposition of the animals at the termination of the study.
3. **Potentially hazardous biological agents research:**
  - a. Give source of the organism and describe BSL assessment process and BSL determination.
  - b. Detail safety precautions and discuss methods of disposal.
4. **Hazardous chemicals, activities & devices:**
  - Describe Risk Assessment process, supervision, safety precautions and methods of disposal.
  - Material Safety Data Sheets are not necessary to submit with paperwork.

# Approval Form (1B)

A completed form is required for each student, including all team members.

## 1. To Be Completed by Student and Parent

### a. Student Acknowledgment:

- I understand the risks and possible dangers to me of the proposed research plan.
- I have read the Intel ISEF Rules and Guidelines and will adhere to all International Rules when conducting this research.
- I have read and will abide by the following Ethics statement

Student researchers are expected to maintain the highest standards of honesty and integrity. Scientific fraud and misconduct are not condoned at any level of research or competition. Such practices include but are not limited to plagiarism, forgery, use or presentation of other researcher's work as one's own, and fabrication of data. Fraudulent projects will fail to qualify for competition in affiliated fairs and the Intel ISEF.

\_\_\_\_\_  
Student's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Acknowledged (mm/dd/yy)  
(Must be prior to experimentation.)

**b. Parent/Guardian Approval:** I have read and understand the risks and possible dangers involved in the Research Plan/Project Summary. I consent to my child participating in this research.

\_\_\_\_\_  
Parent/Guardian's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Acknowledged (mm/dd/yy)  
(Must be prior to experimentation.)

## 2. To be completed by the local or affiliated Fair SRC

(Required for projects requiring prior SRC/IRB APPROVAL. Sign 2a or 2b as appropriate.)

**a. Required for projects that need prior SRC/IRB approval BEFORE experimentation** (humans, vertebrates or potentially hazardous biological agents).

The SRC/IRB has carefully studied this project's **Research Plan/Project Summary** and all the required forms are included. My signature indicates approval of the **Research Plan/Project Summary** before the student begins experimentation.

\_\_\_\_\_  
SRC/IRB Chair's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Approval (mm/dd/yy)  
(Must be prior to experimentation.)

OR

**b. Required for research conducted at all Regulated Research Institutions with no prior fair SRC/IRB approval.**

This project was conducted at a regulated research institution (**not home or high school, etc.**), was reviewed and approved by the proper institutional board before experimentation and complies with the Intel ISEF Rules. **Attach (1C) and any required institutional approvals (e.g. IACUC, IRB).**

\_\_\_\_\_  
SRC Chair's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Approval (mm/dd/yy)

## 3. Final Intel ISEF Affiliated Fair SRC Approval (Required for ALL Projects)

### SRC Approval After Experimentation and Before Competition at Regional/State/National Fair

I certify that this project adheres to the approved **Research Plan/Project Summary** and complies with all Intel ISEF Rules.

\_\_\_\_\_  
Regional SRC Chair's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Approval (mm/dd/yy)

\_\_\_\_\_  
State/National SRC Chair's Printed Name  
(where applicable)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Approval (mm/dd/yy)