School/District Registration 2016
Registration Deadline: Friday, December 11th, 2015

**Directions:** Complete this form to register your school system or school for participation in the 2016 Greater East Alabama Regional Science and Engineering Fair (GEARSEF). The cost to participate is $15.00 per project entry. Entry fees should be submitted with the student registration forms in February.

### I. District Fair Information — ONLY complete this section if your students compete in a district/county fair

<table>
<thead>
<tr>
<th>Name of your District/County Fair:</th>
<th>Anticipated # of High School GEARSEF projects:</th>
<th>Anticipated # of Middle School GEARSEF projects:</th>
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Date of your District/County Fair: ________________

**School System:**

- ☐ Public School District
- ☐ Private School
- ☐ Homeschool

**Central Office Address:**

**Street**

**City**

**County**

**State**

**Zip Code**

**District/County Science Fair Coordinator:** __________________________

**Phone:** __________________________

**Most Frequently Used E-mail:** __________________________

**Fax:** __________________________

List all schools that will be involved in your District/County Science Fair*:

<table>
<thead>
<tr>
<th>School Name</th>
<th>Lead Teacher</th>
<th>E-mail</th>
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*Additional schools and their lead teacher contact information should be typed and attached to the back of this form.

### II. School Fair Information* — ONLY complete this section if your students DO NOT compete in a district/county fair

If you are a teacher whose students advance to a district/county fair following your school fair do NOT complete this section. Please identify the district/county fair director and have them complete Section I of this form.

<table>
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<th>Name of your School Fair:</th>
<th>Anticipated # of High School GEARSEF projects:</th>
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Date of your School Fair: ________________

**School System Name:** __________________________

**School Type:**

- ☐ Public School
- ☐ Private School
- ☐ Homeschool

**School Science Fair Coordinator:** __________________________

**Phone:** __________________________

**Most Frequently Used E-mail:** __________________________

**Fax:** __________________________

*All student projects should be vetted through 1 – 2 local fairs (school, district, or county). Exemption requests to this rule should be directed to the fair coordinator, Josh King (334-844-8123 or josh.king@auburn.edu).
III. Local Scientific Review Committee (SRC)/Institutional Review Board (IRB) Information

All school systems are required to have two committees (1) a local SRC and (2) IRB committee. School systems that are large, may choose to have multiple local SRC/IRB committees at each school, while small school systems may choose to have a single committee dedicated to review all projects from their system. Committee members may serve on both the SRC & IRB if needed.

Local Scientific Review Committee (SRC)

A Scientific Review Committee (SRC) is a group of qualified individuals that is responsible for evaluation of student research, certifications, research plans and exhibits for compliance with the rules and applicable laws and regulations at each level of science fair competition.

The Local SRC will be responsible for the following:

   A helpful means of navigating the rules is the ISEF rules wizard: (https://apps2.societyforscience.org/wizard/index.asp).

2. Pre-approving student projects that involve vertebrate animals, potentially hazardous biological agents (e.g. bacteria) and hazardous chemicals/devices using the Approval Form (1B) prior to the beginning date of experimentation listed on the Student Checklist (Form 1A).

3. Assist students in the completion of additional forms as necessary (Form 3, 5A, 5B, 6A, 6B).

4. Approving all student paperwork for completion and correctness prior to the local fair.

Required SRC Participants: Must have at least three members and include: one biomedical scientist (PhD, M.D., D.V.M., or D.O.), one science teacher, and one other member.

This committee will serve the:

☐ School system
☐ Following school(s): ____________________________________________________________

Local SRC Chairperson:

Employed by: ____________________________ Employment Title: __________________________

Address: ____________________________________________________________

Street: __________________________________ City: __________________________ State: ________ Zip: __________

Degree(s) and/or Qualifications: __________________________________________________

Local SRC Committee Member:

Employed by: ____________________________ Employment Title: __________________________

Address: ____________________________________________________________

Street: __________________________________ City: __________________________ State: ________ Zip: __________

Degree(s) and/or Qualifications: __________________________________________________

Local SRC Committee Member:

Employed by: ____________________________ Employment Title: __________________________

Address: ____________________________________________________________

Street: __________________________________ City: __________________________ State: ________ Zip: __________

Degree(s) and/or Qualifications: __________________________________________________

Local SRC Committee Member:

Employed by: ____________________________ Employment Title: __________________________

Address: ____________________________________________________________

Street: __________________________________ City: __________________________ State: ________ Zip: __________

Degree(s) and/or Qualifications: __________________________________________________

Local SRC Chairperson:

Employed by: ____________________________ Employment Title: __________________________

Address: ____________________________________________________________

Street: __________________________________ City: __________________________ State: ________ Zip: __________

Degree(s) and/or Qualifications: __________________________________________________
Local Institutional Review Board (IRB):
An Institutional Review Board (IRB) is a committee that, according to federal regulations (45-CFR-46), must evaluate the potential physical and/or psychological risk of research involving humans. All proposed human research must be reviewed and approved by an IRB before experimentation begins. This includes review of any surveys or questionnaires to be used in a project.

The Local IRB will be responsible for the following:
(1) Reading the 2016 Intel ISEF Rules and Guidelines:
   (https://student.societyforscience.org/international-rules-pre-college-science-research)
   A helpful means of navigating the rules is the ISEF rules wizard:
(2) Pre-approving student projects that involve human participants (including surveys) using the Approval Form (1B) prior to the beginning date of experimentation listed on the Student Checklist (Form 1A).
(3) Assist students in the completion of Form 4: Human Participants
(4) Advising student projects that involve human participants on whether their project requires informed consent forms.

Required IRB Participants: Must have at least three members and include: one science teacher, one school administrator, & either a psychologist, psychiatrist, medical doctor, or registered nurse.

This committee will serve the:
☐ School system
☐ Following school(s): ____________________________________________

Local IRB Chairperson: ____________________________________________
Employed by: ______________________ Employment Title: ____________
Address: __________________________ City ___________________________ State ____________ Zip ____________
Degree(s) and/or Qualifications: ____________________________________

Local IRB Committee Member: _________________________________
Employed by: ______________________ Employment Title: ____________
Address: __________________________ City ___________________________ State ____________ Zip ____________
Degree(s) and/or Qualifications: ____________________________________

Local IRB Committee Member: _________________________________
Employed by: ______________________ Employment Title: ____________
Address: __________________________ City ___________________________ State ____________ Zip ____________
Degree(s) and/or Qualifications: ____________________________________

Forward this School Registration Form to:
COSAM Outreach (GEARSEF)
131 Science Center Classrooms
315 Roosevelt Concourse
Auburn University, AL 36849
(p) 334-844-8123  (f) 334-844-5740
E-mail: josh.king@auburn.edu

For more information, or questions about the Science and Engineering Fair process, please contact Josh King at josh.king@auburn.edu or phone 334-844-8123.