



Student Name: _____ Grade: _____

Teacher/Sponsor: _____ School Year: _____

Student School Name & Address: _____

School District: _____ School Phone: _____

Student Email: _____ Student Phone: _____

Project Title: _____

Junior Division Category

Senior Division Category

Checklist for Adult Sponsor (1)

As the Adult Sponsor of this project, I have:

- Reviewed the ISEF Rules and Guidelines, including the science fair ethics statement
- Reviewed the student's completed Student Checklist (1A) and Research Plan/Project Summary
- Worked with the student and we have discussed the possible risks involved in the project

The project involves one or more of the following and requires prior approval. Additional forms required if the project includes the use of one or more of the following (check all that apply):

- Humans
 - 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)

- Potentially Hazardous Biological Agents, Microorganisms, rDNA, and/or Tissues
 - 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)

- Vertebrate Animals
 - 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)

By adding my signature below, I attest to the information checked above and that I have read and agree to abide by the science fair ethics statement.

*Your typed signature below indicates that you have read, understand, and agree with the Policies and Procedures found on this PDF document for the NMSEF 2021 affiliation to ISEF rules <https://sspcdn.blob.core.windows.net/files/Documents/SEP/ISEF/2021/Rules/Book.pdf>

Adult Sponsor's Printed Name: _____

*Adult Sponsor's Signature: _____

Date of Review (mm/dd/yy) _____ (Must be prior to experimentation.)

Adult Sponsor's Phone _____ Email _____

- c. **PROCEDURES:** Detail all procedures and experimental design including methods for data collection, and when applicable, the source of data used. Describe only your project. Do not include work done by mentor or others.

- d. **RISK AND SAFETY (Form 3):** Identify any potential risks and safety precautions needed.
1. List all hazardous chemicals, activities, or devices that will be used; identify microorganisms exempt from pre-approval (see Potentially Hazardous Biological Agent rules).
 2. Identify and assess the risks and hazards involved in this project.
 3. Describe the safety precautions and procedures that will be used to reduce the risks.
 4. Describe the disposal procedures that will be used (when applicable).
 5. List the source(s) of safety information.

e. **DATA ANALYSIS:** Describe the procedures you will use to analyze the data/results.

f. **BIBLIOGRAPHY:** List at least five (5) 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.

Source #1:

Source#2:

Source #3:

Source #4:

Source #5:

Other Sources:

Approval Form (1B)

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 ISEF Rules and Guidelines and will adhere to all International Rules when conducting this research.
- I have read and will abide by the science fair 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 ISEF.

Student's Printed Name _____

*Student's 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 _____

*Parent/Guardian's Signature _____

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

To be completed by the School's SRC

The school's 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.

School's SRC/IRB Chair's Printed Name _____

School's SRC/IRB Chair's Signature _____

Date of Review (mm/dd/yy) _____ (Must be prior to experimentation.)

----- for NMSEF Office Use Only -----

NMSEF SRC Approval Form

(Completed by SRC, not student)

Required for ALL/MOST Projects

- Signed Checklist for Adult Sponsor (1)
- Student Checklist (1A)
- A Research Plan
- 5 Sources in Bibliography
- Signed Approval Form (1B)
- Risk Assessment Form (3)

(indicates a problem form – see comments for details)

ANY Project with the following forms MUST be reviewed by a Governing SRC member

- Signed Qualified Scientist Form (2)
- Human Subjects Form (4)
- Vertebrate Animal Form (5A)
- Vertebrate Animal Form (5B)
- Potentially Hazardous Biological Agents Form (6A)
- Human and Vertebrate Animal Tissue Form (6B)
- Continuation Projects Form (7)

(indicates a problem form – see comments for details)

Project Proposal **APPROVED**

- Research may begin immediately; no further conditions are required by the SRC.

Project Proposal **CONDITIONALLY APPROVED**

- Research may begin immediately; the above conditions must be rectified in the final application. Make corrections and re-submit between November and January for final SRC approval.

Project Proposal **DENIED**

- See above for details of denial, please make contact with fair officials for assistance on how to rectify any issues.

- Regulated Research Institution Project
- Continuation Project
- Human Consent Project

Comments:

SRC Member Signature

Governing SRC Member Signature *(if required)*

SRC Review Date