



## Helpful Websites:

- **Virtual Science Fair from ISEF 2024** – [projectboard.world/isef](https://projectboard.world/isef)
  - Explore past projects to help brainstorm ideas of your own!
- **ISEF Rules Wizard** – [ruleswizard.societyforscience.org](https://ruleswizard.societyforscience.org)
  - Determine what forms are necessary for your project
- **OSSEF YouTube Channel** – [ossef.okstate.edu](https://ossef.okstate.edu)
  - Watch videos to understand & learn how to complete the different ISEF forms

## Reasons Projects are Rejected:

- **Incomplete Student Checklist (1A)**
  - Must include *proposed* and *actual* start and end dates
  - Must include a *detailed research plan*
  - Must have all *work site* information completed
- **Missing signatures on required forms**
- **Missing additional forms for human, vertebrate animal, or hazardous agent testing** (see Required and Additional Forms for more info)
- **Incorrect or incomplete Abstract**
  - Must be in the proper format and must be without acknowledgments
- **Does not reflect the current year's work done by the student(s)**
- **Does not include prior year's paperwork (*for continuing projects ONLY*)**
  - Continuing projects, even those with a clear demonstration of significant progress, must provide prior year's research (1A and Research Plan attachment)
  - Consider the project a continuing project if prior work has been done in the same general research area

## Tips for Success:

- **Be sure projects are entered in the *appropriate category*.**
  - Example: a project researching the effectiveness of heart monitors should NOT be entered in Plant Science.
- **Be sure *all documentation* is complete and thorough.**
  - *More detail is ALWAYS better!*

Questions?  
Reach out to  
TRSA!



## Need Help? Ask Tulsa Regional STEM Alliance!

Are you working largely by yourself or without a teacher guiding your project & research? Are you uncertain of where to find materials for your project or who to ask to be your professional STEM mentor? Reach out to TRSA with your needs!

### Request Materials

- **Materials:** We can provide you with various materials, such as slides, microscopes, beakers, pipets, soldering irons, poster board, markers, and more.

### Find a Mentor

- **Expert Guidance:** Connect with a professional who can offer advice and support.
- **Personalized Match:** Our mentors are selected based on your project's needs and interests.

Email [allison.bailey@tulsastem.org](mailto:allison.bailey@tulsastem.org) to request help. Please include a description of your project and your potential needs.

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## Science Fair Office Hours:

Want to connect with someone from TRSA to answer questions you have about registration, STEM Wizard, ISEF Rules, or project ideas?

Join an informal **Science Fair Office Hour!** Get the help you need to set yourself and your students up for success.

Register for an office hour at [tulsastem.org/trsa-events](https://tulsastem.org/trsa-events).  
(Zoom links will be sent in your confirmation email.)

## Science Fair Office Hours

Nov. 14, 5:00 – 6:00 PM

Nov. 19, 4:00 – 5:00 PM

Dec. 3, 4:00 – 5:00 PM

Dec. 12, 4:00 – 5:00 PM



## Required and Additional Forms:

### ALL PROJECTS

- **Checklist for Adult Sponsor (1)** – be sure all sections are completed
- **Student Checklist (1A)** – be sure to include tentative and actual start dates, and end date; complete all fields
- **Approval Form (1B)** – some research requires prior approval
- **Research Plan / Project Summary** – be as detailed as possible; must include a bibliography

### ADDITIONAL FORMS

- **Regulated Research Institutional / Industrial Setting Form (1C)** – *completed when research is being conducted somewhere other than home, school, or field*
- **Qualified Scientists Form (2)** – *must be completed before experimentation with humans, vertebrate animals, and potentially hazardous chemical and biological agents*
- **Risk Assessment Form (3)** – *must be completed before experimentation with hazardous chemicals, activities, or devices; may be needed for other projects*
- **Human Participants Form (4)** – *IRB approval needed before recruitment or data collection*
- **Human Informed Consent Form** – *must provide evidence of informed consent for research involving human participants*
- **Vertebrate Animal Form – (5A)** *for projects conducted in a school/home/field research site, (5B) for projects conducted at a Regulated Research Institution, IACUC approval required before experimentation*
- **Potentially Hazardous Biological Agents Risk Assessment Form (6A)**
- **Human and Vertebrate Animal Tissue Form (6B)** – *completed in addition to Form 6A when project includes the use of fresh or frozen tissue, primary cell cultures, blood/blood products, and bodily fluids*

**Students will upload their completed forms into STEM Wizard.**

**All forms MUST be completed & uploaded by the deadline: Dec. 15, 2024 by 5 PM**

**Tulsa Regional Science Fair** is a program of: