Grade 1(K) - 5 Required Form
For the Washington State Science and Engineering Fairs

Student's Name: (Team Lead): _____

Contact Telephone: _____ Contact E-mail: _____

Is this a team project? Yes ☐ No ☐ If yes, then add team member name(s) below

2nd Team Member Name: _____

3rd Team Member Name: _____

Project Checklist: To Be Completed by the Adult Sponsor in conjunction with student(s)

Please indicate Yes or No if the projects involve any of the following items listed. If "Yes", then please refer to instructions on pages 3 and 4 of this form for information for additional required forms and rules. All additional forms must be submitted at the time of registration. Any required SRC / IRB approval must be obtained before experimentation.

☐ Yes ☐ No **Human Participation Projects**
Does this project involve human participation including surveys, observations or human testing of new inventions or designs?

☐ Yes ☐ No **Vertebrate Animal Projects**
Does this project involve vertebrate animals?

☐ Yes ☐ No **Potentially Hazardous Biological Agent Projects**
Does this project involve petri dishes, microorganisms, recombinant DNA, human or animal fresh / frozen tissues or body fluids?

☐ Yes ☐ No **Hazardous Chemical and Devices Projects**
Does this project involve unmanned drones, Drug Enforcement Agency (DEA) -controlled substances, prescription drugs, alcohol, tobacco, firearms, explosives, radiation, lasers, etc.

Adult Sponsor Checklist: To Be Completed by the Adult Sponsor

Check Mark the following items to verify the steps have been completed.

☐ I have reviewed this project with the student(s) prior to experimentation, including all risks and safety precautions.

☐ I ensure that the student(s) are properly supervised during all experimentation.

☐ I agree to sponsor the student(s) named above and assume responsibility for compliance with all WSSEF and ISEF rules.

☐ If any boxes above were checked "Yes" in the Project Checklist section, SRC/ IRB prior approval will be or has been obtained before experimentation begins. Research Plan, Grade 1 – 5 Required Form and and IRB-Human Participants (if needed) will be/ has been submitted into STEM Wizard registration software And sent an email sent to WSSEF SRC to get pre-approval.

Adult Sponsor Name (Please Print) Adult Sponsor Signature (Must be written not typed)

Telephone Number Contact E-mail

Grade 1-5 Required Form
For Washington State and Regional Fairs
Form Instructions and General Information

Grade 1 – 5 Required Form Instructions and other general registration information

Grade 1 – 5 Students will register in the Washington State Science and Engineering Fair (WSSEF) STEM Wizard registration site!

Adult Sponsor:

The Adult Sponsor is a person who is familiar with the student's experiment and any hazards involved with the test procedures. The Adult Sponsor can be a parent, teacher or a mentor and is primarily responsible for evaluating possible risks to ensure the health and safety of the student(s). Adult sponsors are also responsible for making sure all forms, an abstract and a research plan are submitted as part of the online registration.

Abstract and Research Plan:

An abstract and research plan are required for every project including students in grades 1 – 5. The abstract and research plan are submitted as part of the WSSEF STEM Wizard registration. There is an Abstract and Research Plan milestone as part of the online registration. Abstracts are not required to be present on the display board, but are allowed.

International Science and Engineering Fair (ISEF) Rules:

WSSEF and Affiliated Regional Fairs follow International Science and Engineering Fair (ISEF) rules for all students in grades 1 - 12. The complete set of ISEF rules can be found at ISEF Rules Additional rules and requirements can be found on the WSSEF and Regional Fair's web sites.

Scientific Review Committee (SRC) Approval of forms:

When the Grade 1 (K) – 5 Required Form, IRB – Human Participants and research plan are submitted in the WSSEF STEM Wizard registration software, the milestones turn blue with a "Waiting for Approval" message. The blue hourglass means you are **done** submitting forms and SRC will begin to review forms. Keep in mind that the approval process may take several weeks due to the large number of forms which are submitted right before the fair. Please be patient as SRC completes their process. SRC will contact you about any issues. Do not worry that your forms have not been approved. While the SRC may ask for additional information or clarification, it is only in cases of serious violations that projects have been disqualified and very few projects have been disqualified over the years.

Projects with live vertebrate animals, recombinant DNA, human or animal tissue, pathogenic agents, or controlled substances: See next page for further instructions!

Questions and Contacts

WSSEF

Registration Team	registration@wssef.org	Questions about online registration including form upload
Scientific Review Committee	src@wssef.org	Questions about forms and prior approval
Treasurer	sponsors@wssef.org	Questions about payment including school purchase orders

Grade 1-5 Required Form
For Washington State and Regional Fairs
Form Instructions and General Information

IMPORTANT! Projects with live vertebrate animals, recombinant DNA, human or animal tissue, pathogenic agents, or controlled substances need preapproval before starting experimentation!

- Students in younger grades are encouraged to avoid projects that need prior approval and to avoid being required to fill out extra forms.

- Extra information and/ or forms may be needed. SRC can advise on what extra forms or information that may be needed to approve your project.

- Projects with live vertebrate animals, recombinant DNA, human or animal tissue, pathogenic agents, or controlled substances, must follow these steps in WSSEF STEM Wizard software to obtain preapproval BEFORE starting experimentation.

    - Step 1: Complete your Research Plan milestone.
    - Step 2: Fill out and submit the Grade 1 – 5 Required Form on Files and Forms milestone.
    - Step 3: Send an email to WSSEF SRC once you completed Steps 1 and 2 to obtain preapproval.

- Projects with Human Participants project including surveys

    - Step 1: Complete your Research Plan milestone.
    - Step 2: Fill out and submit the Grade 1 – 5 Required Form on Files and Forms milestone.
    - Step 3: Complete the IRB - Human Participants milestone circle
    - Step 4: Send an email to WSSEF SRC once you completed steps 1 - 3, to obtain SRC preapproval.