

Beal Bank^{USA}

Southern Nevada Regional Science & Engineering Fair

Forms Guide for High School Teachers & Students

<p>Understanding the International Rules and Guidelines and properly completing all of the paperwork is a necessary and important part of completing a science fair project. SNRSEF follows the rules and uses the forms published by the Intel International Fair because our winners will attend the Intel Fair.</p>		
<p>Rules & Guidelines http://www.societyforscience.org/isef/rulesandguidelines</p>		
<p>The Forms and Document Library http://www.societyforscience.org/isef/document</p>		
<p>The Intel ISEF Rules Wizard will help students and teachers determine which forms are required for each individual project http://apps.societyforscience.org/isef/students/wizard/index.asp</p>		
<p>Detailed descriptions of the Intel Scientific Review Committee (SRC) can be found at http://www.societyforscience.org/page.aspx?pid=354 SNRSEF also has an SRC for the Regional Fair</p>		
<p>FORMS REQUIRED FOR ALL PROJECTS THAT MUST BE COMPLETED BEFORE EXPERIMENTATION BEGINS (additional forms also may be required depending on the nature of the project)</p>		
Form 1:	Checklist for Adult Sponsor/Safety Assessment Form	Adult Sponsor completes Form 1 and oversees the project. The Adult Sponsor is usually the student's teacher, or there may be an outside mentor. This completed form is required for ALL projects and must be completed before experimentation.
Form 1A:	Student Checklist / Research Plan	Student responsibilities and how to write a Research Plan. This form is required for ALL projects.
Form 1B:	Approval Form	To be completed by the student and the parent, and approved by the SNRSEF SRC prior to beginning research. Completed form is required for each student, including all team members.
Form 1C:	Registered Research Institutional / Industrial Setting Form	This form must be completed after experimentation by the adult supervising the student research conducted in a regulated research institution, industrial setting or any work site other than home, school or field. The Adult Supervisor supervises the project when a Qualified Scientist cannot directly supervise, or when a QS is not needed. Adult Supervisor may serve as the animal care supervisor; can supervise hazardous chemicals, activities and devices; cannot serve on the IRB. Form required for any regulated research site.
		Regulated sites: universities, government research agencies, and private research laboratories. SRC approval required.

		Non-regulated sites: home, school, farm, ranch, field, animals in their natural environment, animals in zoological parks, livestock that employ standard agricultural practices. SRC approval may be required.
Form 7:	Continuation Projects Form	Required for projects that are a continuation in the same field of study as a previous project. This form must be accompanied by the previous year's abstract, Form (1A) and Research Plan.
<p style="text-align: center;">ADDITIONAL FORMS REQUIRED IF THE PROJECT INCLUDES THE USE OF ONE OR MORE OF THE CATEGORIES BELOW</p> <p>Requires submission of forms and approval by an SRC & IRB prior to beginning research. IRB evaluates risk level, requirement for informed consent, and requirement for Qualified Scientist.</p>		
Humans:		
<p style="text-align: center;">Prior approval required by an Institutional Review Board (IRB) at SNRSEF before beginning experimentation, see http://www.societyforscience.org/page.aspx?pid=317 for rules</p>		
Human subjects involve living individuals where there is intervention or interaction with subjects and/or collection of identifiable private information.		
Human Subjects studies ARE NOT 1) product testing if there are no health hazards, no personal data collected, or if feedback is directly related to a product; 2) preexisting data/record review studies; 3) behavioral observations of unrestricted public settings if there is no interaction, no manipulation of the environment and no recording of personal identifiers.		
Institutional Review Board (IRB):		Reviews human subject studies; members can be science educators, school administrators; someone knowledgeable about evaluating risk: PhD, MD, DO, PA, RN, psychologist, LSW. Pre-existing data sets: Data not de-identified requires IRB approval and may require informed consent. Publicly available data, or anonymous/de-identified data if data provider certifies de-identification and compliance with HIPA DOES NOT require IRB approval.
Form 4:	Human Subjects and Informed Consent Form	Required for all research involving human subjects. Consent form completed by student and Designated Supervisor/Qualified Scientist. IRB approval required before experimentation. Copy of approved Consent form signed by each human subject and if under 18, their parent.
Form 2:	Qualified Scientist Form	May be required for research involving human subjects, vertebrate animals, potentially hazardous biological agents, and DEA-controlled substances. A QS possesses a doctoral or professional degree related to student research, and signs Form 2.
Sample Informed Consent Statement		Collecting Human Subject Research Data via the Internet including Sample Informed Consent
Vertebrate Animals:		
<p style="text-align: center;">Prior approval by an Scientific Review Committee (SRC) at UNLV before beginning experimentation, see pp. 17-20 for full text of the rules</p>		

Vertebrate animals are live, non-human vertebrate mammalian embryos or fetus, bird and reptile eggs within 3 days of hatching, all other non-human vertebrates at hatching or birth.		
Scientific Review Committee (SRC):		Reviews projects before experimentation; reviews ALL projects just prior to completion; members can be biomedical scientists such as PhD, MD, DO, DVM, DDS; also science educator and one other member.
Form 5:	Vertebrate Animal Forms 5A OR 5B:	
	Vertebrate Animal Form 5A	For projects conducted in a non-regulated research site (SRC prior approval required.) Required for all research involving vertebrate animals that is conducted in a Non-Regulated Research Site.
	Vertebrate Animal Form 5B	For projects conducted at a Regulated Research Institution. Institutional Animal Care and Use Committee (IACUC) approval also required prior experimentation.
Form 2:	Qualified Scientist Form	Required for all vertebrate animal projects at a regulated research site or when applicable. May be required for research involving human subjects, vertebrate animals, potentially hazardous biological agents, and DEA-controlled substances.

Potentially Hazardous Biological Agents:		
Requires prior approval by SRC, IACUC or Institutional Biosafety Committee (IBC), see pp. 21-24 for full text of the rules.		
Potentially hazardous biological agents, including microorganisms (bacteria, viruses, fungi), recombinant DNA technology, human or animal fresh/frozen tissues, blood or body fluids.		
Form 6A:	Potentially Hazardous Biological Agents Form	Required for research involving microorganisms, rDNA, fresh/frozen tissue, blood and body fluids.
Form 6B:	Human and Vertebrate Animal Tissue Form	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.
Form 2:	Qualified Scientist Form	May be required for research involving human subjects, vertebrate animals, potentially hazardous biological agents, and DEA-controlled substances.
Form 3:	Risk Assessment Form	Defines potential level of harm, injury of disease to plants, animals or humans. Required for projects involving protists, archae and similar microorganisms and for projects using manure for composting, fuel production or other non-culturing experiments (6A, 6B and 2 are not required). Required for projects using hazardous chemicals, activities or devices.
Hazardous Chemicals, Activities and Devices		
No prior approval required, see pp.25-27 for full text of the rules		
Hazardous chemicals, activities and devices include chemicals, equipment, DEA controlled substances, prescription drugs, alcohol, tobacco, firearms, explosives, and radiation.		
Form 3:	Risk Assessment Form	Required for projects involving protists, archae and similar microorganisms and for projects using manure for composting, fuel production or other non-culturing experiments (6A, 6B and 2 are not required). Required for projects using hazardous chemicals, activities or devices. Must be completed before experimentation.
Form 2:	Qualified Scientist Form	Required for projects involving DEA-controlled substances or when applicable. May be required for research involving human subjects, vertebrate animals, potentially hazardous biological agents, and DEA-controlled substances. Must be completed and signed before the start of student experimentation.
ABSTRACT FORM		Only for regional fair use - ISEF finalists must use on-line system