



Dear NIRSEF Parents, Guardians, and Exhibitors,

Thank you for completing your registration for the NIRSEF. We look forward to seeing the results of your work on **Saturday, February 27, 2016** at the University of Notre Dame's Stepan Center.

Please note that Exhibitors are required to be present for the entire day of event activities as judging committees will review projects and students must be present for judge interviews.

During the lunch session, judges may re-visit Exhibitors with additional questions (Exhibitors will be eating during this time as well). In the afternoon, NIRSEF opens to family, friends, and the public so they may visit the exhibitions and ask questions. During the Awards Ceremony it is important to recognize and be recognized by your colleagues.

All exhibitors will need to bring their own lunches. Items such as water, soda, cookies, and chips will be available at the Association for Women in Science concession stand.

Please review these documents carefully and **email your Local Fair Director** with any questions:

Page	Document
2	Participation Waiver (REQUIRED for ALL Exhibitors – turn in at Registration)
3	NIRSEF Survey Consent Form (OPTIONAL– turn in at Registration)
4-5	Project Information, Payment, Lunch, and Awards
6	Parking Information and Directions
7	Project Display Guidelines/Do Not Display Criteria

Congratulations and thank you for your dedication to the NIRSEF,

Alisa Zornig Gura
Executive Director

Doreen R. Shelt
Acting Director

NIRSEF 2016 PARTICIPATION WAIVER

We require all Exhibitors in the NIRSEF and their parents/guardians to complete the Participation Waiver and **return it upon check-in at the NIRSEF.**

No Exhibitor will be allowed to display their project unless the Waiver is signed and on file.

NORTHERN INDIANA REGIONAL SCIENCE & ENGINEERING FAIR

Waiver, Release and Indemnification Agreement

In consideration of the University of Notre Dame du Lac, Notre Dame, Indiana (the "University") agreement to permit my minor child to participate in the 2016 Northern Indiana Regional Science & Engineering Fair (the "Fair"), the receipt and sufficiency of which consideration is hereby acknowledged, I, individually, and on behalf of my minor child, hereby release, acquit and forever discharge the University and its employees, students, agents, servants, Officers, Trustees and representatives (in their official and individual capacities) from any and all liability whatsoever for any and all damages, losses or injuries (including death), mental anguish or emotional distress, to persons and/or property. I further agree to indemnify, defend and hold harmless the University and its employees, agents, servants, Officers, Trustees and representatives (in their official and individual capacities) from any and all liability, loss or damage that they or any of them incur or sustain as a result of any claims, demands, actions, causes of action, judgments, costs, expenses (including hospital and medical expenses), and/or attorneys fees, which arise out of my minor child's participation in the Fair. I hereby consent to any publicity, including the use of my minor child's name and likeness, and waive any right to inspect and/or approve any photography, film videotape, recordings or advertising copy which may be used in connection with my minor child's participation in the Fair. I agree to assume responsibility for my minor child's intake and release from the Fair.

In signing this Waiver, Release and Indemnification Agreement, I hereby acknowledge and represent that I have read this entire document, that I understand its terms and provisions, that by signing it I am giving up substantial legal rights I, or my minor child, might otherwise have, that it is a binding agreement, and that I have signed it knowingly and voluntarily.

Parent/Guardian Signature	Exhibitor Name (Printed)	Date

Emergency Contact Name: _____ Phone Number: _____

Northern Indiana Regional Science and Engineering Fair (NIRSEF) Research Survey Informed Consent

We are asking participants in the 2016 NIRSEF to complete a research survey designed to determine what effect, if any, participation in the Fair has on participants' interest in science. Participants will complete the 10-15 minute written survey on the day of the Fair where they will be asked to rank responses 1-5 (Likert Scale) and provide open-ended answers. Any potential risks of completing the survey are unknown as questions will not be of a sensitive nature. Participants will benefit from reflecting upon their experiences and will be contributing to potential improvements to the Fair. All identifying information will be removed from the survey responses.

Completion of the survey is voluntary and may be stopped at any time. Participants who choose not to complete the survey will receive full benefits of participation in the Fair (judging, awards, and prizes are NOT related to survey participation).

If injury occurs or confidentiality is breached participants may contact the Office of Research at the University of Notre Dame by phone (574) 631-7432 or email (orhelp@nd.edu).

I have received a copy of the informed consent document and permit my minor child to participate in the research survey.

(Printed Name)

(Signature and Date)

METHOD OF PAYMENT AND AVAILABILITY TO PARTICIPATE FORM ONLINE

- **ALL** students will complete their Method of Payment and Availability to Participate online by **February 23, 2016**. Visit <http://sciencefair.nd.edu>, click on **Registration on the left-menu**, and **follow the Student Registration Instructions #4**.
- The fee to participate in the NIRSEF is \$10 per person and may be paid online prior to the Fair or in person by cash or check at check-in.
- All checks should be made to the **University of Notre Dame** with **NIRSEF** written on the memo line and presented upon check-in the day of the fair. **No cash or checks should be mailed.**

LUNCH & SNACKS:

- **Exhibitors are responsible for bringing a sack lunch.** Only beverages and snacks will be available la carte.
- Exhibitors may want to bring a snack for the morning session as the judging period is lengthy. They may also bring beverages that are contained and capped, though they may not keep them in the display area.

AWARDS:

ALL NIRSEF participants receive either a 1st, 2nd, 3rd, or Honorable Mention ribbon within their Category taking into consideration the grade level of the exhibitor. Each project is to be judged relative to itself and the ISEF judging criteria, rather than relative to others in its Category. The Category Awards ensure that each project receives feedback and an accolade for participating but **do not influence** the Special Awards Teams' selections to advance to the Hoosier Science and Engineering Fair.

In order to streamline the awards process and allow recognition of award winners at their schools, all certificates that are presented during the NIRSEF awards ceremony (excluding the final HSEF Awards that will advance to the Hoosier Science and Engineering Fair) will be **placeholder certificates that do not include the winner's name.** The authentic certificates with names will be mailed to the Local Fair Directors for presentation at their schools.

SPACE AVAILABLE FOR PROJECTS:

Projects may not stand higher than 9 ft. (108") from the floor (tables stand 40" from the floor). All exhibitors will be provided with a chair and pre-designated space for their project displays:

- **Elementary (grades 3-5)** will have a space 36 in. wide (side to side) by 24 in. deep (front to back)
- **Junior (grades 6-8)** will have a space 36 in. wide (side to side) by 30 in. deep (front to back)
- **Senior (grades 9-12)** will have a space 48 in. wide (side to side) by 30 in. deep (front to back).

PROJECT SET-UP:

If you live in the immediate South Bend area, it will be greatly appreciated if the project is set up at **Stepan Center** on Friday February 26, 2016 between **5:00 and 7:00 p.m.** If you live too far from South Bend to make the trip twice, plan to set up the project at **Stepan Center** well before 9:00 a.m. (the

Stepan Center will be open at 7:45 a.m.) on Saturday, February 27, 2016. Project judging will start at 9:00 a.m. *sharp* Saturday, February 27.

SCHEDULE OF EVENTS:

Friday, February 26, 2016	5:00 p.m. to 7:00 p.m.	Open for Project Set Up (Stepan Center)
Saturday, February 27, 2016	7:45 a.m. to 9:00 a.m.	Open for Project Set Up (Stepan Center)
	9:00 a.m. to 12:30 p.m.	Project Judging (closed session)
	12:30 p.m. to 1:30 p.m.	Exhibitor Lunch (closed session)
	1:30 p.m. to 3:15 p.m.	OPEN TO PUBLIC
	3:15 p.m. to 4:30 p.m.	Awards Presentation
	4:30 p.m. to 5:00 p.m.	Remove Projects

JUDGING:

During the judging period and lunch **only the exhibitors, judges, NIRSEF Committee, and Volunteers** will be permitted in the Fair area. The Fair will **NOT** be open to the public, including parents, until **1:30 p.m.** Parents are welcome to explore the Notre Dame campus and are encouraged to visit <http://map.nd.edu>. Adults will be present to ensure the safety of all exhibitors and a trained medical professional is on-duty. Only in emergency situations will exhibitors be allowed to leave before the Award Ceremony concludes (approximately 4:30 p.m.); and before doing so, they must obtain the permission of the Executive Director. Parents will provide a phone number on the student waiver in case of an emergency.

SPECIAL NEEDS:

Any exhibitor with special needs may contact the Executive Director and/or Acting Director at sciencefair@nd.edu to make necessary arrangements.

STAYING WITH THE PROJECT:

The Northern Indiana Regional Science and Engineering Fair **cannot be responsible** for lost or stolen items. To decrease the possibilities of theft, we ask that students stay with their projects. Please keep track of your awards and ribbons!

PROJECT DISPLAY GUIDELINES:

The project display board and project notebook are appropriate for an exhibit display. **We ask that all students with Scientific Research Corporation (SRC) paperwork bring this to the fair and keep it with their project paperwork.** You may need to provide this to SRC Committee members if asked.

Construction of the exhibit must be durable; movable parts firmly attached and safe. For any electrical equipment all switches and cords for 110-volt operation must be of approved UL variety. We recommend that scientific equipment that is fragile or expensive NOT be displayed unless absolutely necessary to the presentation. If the equipment meets the DO NOT Display guidelines below, it **SHOULD NOT BE OPERATED**. The Fair is not responsible for theft, damage or breakage to any equipment.

THE NIRSEF SRC COMMITTEE HAS THE RIGHT TO ASK A STUDENT TO REMOVE OR COVER ANY MATERIALS THAT MAY BE CONSIDERED HAZARDOUS OR DANGEROUS OR THAT HAVE NOT FOLLOWED THE PROTOCOLS OF SCIENTIFIC PROCEDURES (e.g. protecting a subject's anonymity).

DO NOT DISPLAY: THE FOLLOWING ITEMS ARE NOT ALLOWED TO BE EXHIBITED: Students who bring these items to the NIRSEF will not be allowed to set up their exhibits until these items are removed.

- Living organisms, including plants
- Soil, sand, rock, cement and/or waste samples, **even if permanently encased in a slab of acrylic**
- Taxidermy specimens or parts
- Preserved vertebrate or invertebrate animals
- Human or animal food as part of the exhibitor demonstration of the project.
- Human/animal parts or body fluids (for example, blood, urine)
- Plant materials (living, dead, or preserved) that are in their raw, unprocessed, or non-manufactured state (Exception: manufactured construction materials used in building the project or display)
- All chemicals including water (Projects may not use water in any form in a demonstration)
- All hazardous substances or devices (Example: poisons, drugs, firearms, weapons, ammunition, reloading devices, and lasers)
- Items that may have contained or been in contact with hazardous chemicals (Exception: Item may be permitted if professionally cleaned and document for such cleaning is available)
- 3-D Printers
- Dry ice or other sublimating solids
- Sharp items (for example, syringes, needles, pipettes, knives)
- Flames or highly flammable materials
- Batteries with open-top cells or wet cells
- Glass or glass objects unless deemed by the Display and Safety Committee to be an integral and necessary part of the project (for example, glass that is an integral part of a commercial product such as a computer screen)
- Any apparatus deemed unsafe by the Scientific Review Committee, the Display and Safety Committee, or Society for Science & the Public (Example: large vacuum tubes or dangerous ray-generating devices, empty tanks that previously contained combustible liquids or gases, pressurized tanks, etc.)