

Required Forms & Approvals Checklist



For ALL Grade 6-12 Scientific Research for Eligibility at Regional and State Fairs

Research forms must be reviewed and signed by local and Regional SRCs/IRBs as appropriate.

The following required forms and guidelines help students ensure that the research they are planning is safe, ethical, and approved by a parent, a teacher, and field experts. Students and mentors are strongly encouraged to use the [Required Forms Wizard](https://apps2.societyforscience.org/wizard/index.asp) tool to help determine what forms are required for the project (<https://apps2.societyforscience.org/wizard/index.asp>).

To be eligible for GSEF, all projects must obtain proper approvals and follow the [ISEF Rules & Guidelines](#).

<https://student.societyforscience.org/international-rules-pre-college-science-research>

It is the responsibility of the student and the Adult Sponsor to evaluate the study to determine if the research will require forms and/or approval prior to experimentation, especially projects using human participants, vertebrate animals, or potentially hazardous biological agents. Students are encouraged to consult with the local SRC/IRB to ensure they have followed all rules and completed all required forms.

Research forms must be reviewed and signed by local and Regional SRCs/IRBs as appropriate. Failure to adhere to the ISEF Rules and Guidelines may result in disqualification at any stage of the GSEF competition, including revocation of awards and honors.

Forms marked with a ♦ symbol must be signed and dated **BEFORE** experimentation begins.

Forms required for EVERY project:	
<input type="checkbox"/> GSEF Participation Agreement	(Required only for state fair [GSEF].) Required for <u>every student</u> .
<input type="checkbox"/> Official GSEF Abstract Form	(Required for state fair; regional or local fairs may have different Abstract requirements.) Official GSEF version is preferred, but 2019 ISEF Abstract Form (20 or 22 category) will also be accepted.
<input type="checkbox"/> 1 Checklist for Adult Sponsor	♦ The Adult Sponsor ensures that experimentation is within local, state, and Federal laws and Intel ISEF rules and that forms are completed by other adults (e.g. Qualified Scientist) as required.
<input type="checkbox"/> 1A Student Checklist Research Plan/Project Summary	See link for Research Plan/Project Summary instructions. The Research Plan is your first step. If changes are made during your research, they can be added to the original Research Plan as an addendum, recognizing that some changes may require returning to the SRC/IRB for appropriate review and approvals. If no additional approvals are required, the addendum serves as a Project Summary to explain the research that was conducted. If no changes are made from the original Research Plan, no Project Summary is required.
<input type="checkbox"/> 1B Approval Form	♦ One form per student. Signed and dated before experimentation begins and right after SRC has reviewed Forms 1, 1A, and any special forms. If project requires pre-approval, SRC signs either 2a or 2b before experimentation. Regional Fair SRC signs section 3 prior to that fair.
Additional forms required for specific types of research: (Use Required Forms Wizard)	
<input type="checkbox"/> 1C Regulated Research Institutional/Industrial Setting	Required if you conducted research at a college/university, medical facility, industrial setting, or other lab or research setting other than home, school or field.
<input type="checkbox"/> 2 Qualified Scientist	♦ Required if your research involves human participants, vertebrate animals, potentially hazardous biological agents, or DEA-controlled substances .
<input type="checkbox"/> 3 Risk Assessment	♦ Required if your research involves hazardous chemicals, activities or devices, or DEA-controlled substances . Also required for some human participants projects. Recommended for all student-designed inventions or prototypes.
<input type="checkbox"/> 4 Human Participants	♦ Required if your research involves human participants . Informed Consent Forms must be signed by research participants (see sample). IRB APPROVAL REQUIRED <u>BEFORE</u> EXPERIMENTATION.
<input type="checkbox"/> 5A/5B Vertebrate Animals	♦ Required if your research involves vertebrate animals . 5A is for research conducted at home, school, or field; 5B is for research conducted at a regulated research institution. SRC/IACUC APPROVAL REQUIRED <u>BEFORE</u> EXPERIMENTATION.
<input type="checkbox"/> 6A Potentially Hazardous Biological Agents	♦ Required if your research involves microorganisms, rDNA, fresh/frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products, or body fluids . SRC/IACUC/IBC APPROVAL REQUIRED <u>BEFORE</u> EXPERIMENTATION.
<input type="checkbox"/> 6B Human/Animal Tissue	♦ Required in addition to 6A if your research involves fresh/frozen tissue (including primary cell lines, human and other primate established cell lines and tissue cultures), blood, blood products, or body fluids .
<input type="checkbox"/> 7 Continuation/Research Progression	Required if your project continues or expands upon a previous year's work . Also must include Abstract and Research Plan for previous year.