Finalist Registration Guidelines

Texas Science & Engineering Fair (TXSEF) 2023

Congratulations on your advancement to the Texas Science & Engineering Fair!

The Texas Science & Engineering Fair (TXSEF) 2023 will be in-person at Texas A&M University March 24 - 25, 2023. The competition will follow the guidelines set forth by the Society for Science at the Regeneron International Science and Engineering Fair (ISEF) to determine eligibility. All finalists are required to complete a virtual display board and project overview video within the platform. Finalists will also be required to provide a physical display board for the finalist for in person category judging. All displays will undergo Display & Safety inspection. The TXSEF team worked closely with the Scientific Review Committee (SRC) and Display & Safety (D&S) to establish how projects will be judged at 2023 TXSEF.

Before registering as a TXSEF finalist: THERE WILL BE NO ONSITE REGISTRATION NOR PAYMENT

- 1. Read these guidelines thoroughly.
 - a. Finalists/Teachers/Regional Directors/Parents will need to determine who is paying the \$50.00 finalist(s) participation fee. Individuals will be able to pay for themselves online using a credit card. Although payment prior to fair is encouraged, we will not require payment up front.
 - b. Any district, school or regional fair paying on behalf of finalist(s) will need to reach out to TXSEF at txsef_registration@tamu.edu and include a full list of all students from the district competing in TXSEF. Please allow 1-2 business days to receive requested invoices. Final deadline to pay is April 28, 2023.
 - c. Review the rubric in the guide to better understand how your physical display board will be judged.

2. Team Projects

- a. If students are part of a team project, every team member must apply individually.
- b. Team projects will need to designate one team member as the team lead. The team lead is in charge of submitting all required items (virtual display board/physical display board and project overview video).

REQUIRED Items:

- I. Scienteer
 - a. Finalists MUST log in to Scienteer within 24 hours of being advanced by their Regional Fair to confirm a category and make any changes to the information listed in Scienteer.
 Once all information has been confirmed by the finalist or a teacher, no changes will be allowed.
 - b. SRC approval MUST be completed for your project BEFORE you register in OpenWater. OpenWater is the platform you will be using to register for TXSEF. Finalists will need to login to their Scienteer account daily to monitor status and check for SRC messages. Finalists should not wait until the last minute or finalists risk not being approved before the deadline which will automatically disqualify them from TXSEF participation.

II. Application

- a. Every finalist must officially register for TXSEF on the last page in Scienteer. Upon confirming information, prompts will guide you to OpenWater.
- b. When creating your TXSEF account you MUST use the same email address used in Scienteer. Finalists will not be able to create an account using any other email address. If you have forgotten your password, you will be able to reset it.

- c. Pay all fees to participate in TXSEF. THERE WILL BE NO ONSITE PAYMENT
 - i. Finalists, teachers, and parents will need to determine who is paying the finalist(s) participation fee because refunds will not be possible.
 - ii. The fee is \$50.00 per student, and personal checks will not be accepted.
 - iii. Any district, school or regional fair paying on behalf of finalist(s) will need to email TXSEF at txsef_registration@tamu.edu and include a full list of all students from the district competing in TXSEF. Please allow 1-2 business days to receive requested invoices.
 - iv. Although payment prior to fair is encouraged, we will not require payment up front. *Final deadline to pay is April 28, 2023.*

III. Submissions

- a. All submissions must be submitted during registration. Registration is considered incomplete until all required submissions are received.
- b. The submission deadline is March 5, 2023, 11:59 p.m. (CST).
- c. After the submission deadline, projects will then be locked for <u>Display & Safety</u> inspection prior to competition. Projects that fail to submit revised paperwork in a timely manner will not be eligible for participation in TXSEF 2023.
- d. Finalists who advance to TXSEF are expected to:
 - Submit a virtual display board (PDF format) and project overview video during registration. Students can upload a limited number of lab notes, which is optional. (The virtual display board and project overview video are required for Special Award judging.)
 - ii. Compete in-person at Texas A&M University and provide a physical display board (project poster) as well as be interviewed in-person by TXSEF judges.

Special Award Judges will evaluate the following: Online Submissions

1. Virtual Display Board

- a. Virtual Display Board (Special Award Judges Review virtual submission)
- The virtual display board represents the project poster used during the in-person fair.
- Finalists are welcome to make the board look like the one used for the in-person fair, but they must use the TXSEF poster template. This is an example project board template for students. Finalists may change colors, text box sizes, move panels, etc. To access this document, you must download and save it to your computer.
- The template includes additional guidelines (note: students are not allowed to change the size of the template or add additional pages. Students are allowed three 48" x 36" slides).
- The virtual display board MUST include the **Official** SRC Approved Abstract from Scienteer as well as Form 1C (*Regulated Research Institutional/ Industrial Setting Form*) and Form 7 (*Continuation/ Research Progression Projects Form*), if required for the project. These forms are found on the Scienteer Dashboard (left side of screen) and can be downloaded as PDFs. Failure to include these required documents may result in points being deducted during special award judging.
- Many images found on the web are copyrighted. Only use images for which you have the express permission of the photographer/stock image company, and credit the image as required by copyright.
- Virtual display boards are **not** allowed to have any:
 - Animations or active hyperlinks. Remember: NO hyperlinks!

- References to an institution or mentor that supported the work or to any patents pending other than what is displayed on Form 1C on slide 3.
- Personal information such as email address, home address or phone number.
- The final poster board presentation should be saved as a PDF for submission.
- All virtual display boards must conform to the same D&S rules as if placed on a physical
 poster for judges and the public. Passing a <u>Display & Safety</u> inspection will be required to
 compete.

Avoid these common mistakes on the virtual poster board:

- Student name on the first slide
- Clickable links or hyperlinked URLs
- Adding more pages than allowed
- Pictures of logbook pages
- Only using links to credit sources

2. Presentation - Project Overview Video

- a. Project Overview Video (MUST not exceed 2 minutes) (Special Award Judges Review virtual submission)
 - Video should summarize the project at a high level and still be understood by a general core audience and should not exceed 2 minutes.
 - While judges will have access to this video, it will not be the focus of their project review. Therefore, the video should not include key information omitted in other submitted items.
 - If a project is best explained by showing a demonstration, you may include this in the project overview video. This video must meet all <u>Display & Safety</u> regulations.
 - Physical poster boards are not necessary in videos because judges will have access to the virtual poster board.
 - Only MP4, MPG, MPEG, MOV, and WMV video files are accepted. MP4 or MOV files are recommended.

b. Project Overview Video Tips

The video does not need a physical poster board because judges will have access to virtual poster boards.

Reference the Judging Rubrics: Science/Engineering included in this guide (Pages 5 and 6) to become familiar with how project overview videos will be judged. Additional suggestions include:

- **Introduce Yourself**: State your full name, your city and your school. Rather than reciting your project title, consider explaining your project in a single sentence.
- Explain Your Project by Key Points: What did you do? What did you find? What conclusions did you draw?
- Any props or visuals used must follow <u>Display & Safety</u> guidelines.
- Only student researchers of the project are allowed in the video. Parents are not allowed!

Best Practices for Filming:

Videos will not be edited after submission. To ensure videos are the best representation of the work, keep these best practices in mind:

- Dress appropriately, as if being interviewed by a judge.
- Film in a well-lit and non-distracting environment so the viewer's focus stays on you and your work.
- Remove or avoid distractions such as a moving fan in the background.
- For best results, film horizontally (landscape).

- Keep the camera still and in place during filming.
- Speak clearly and loudly and avoid long pauses.
- Do **not** increase the speed of the video to stay within 2 minutes.
- Watch the video before submitting to ensure the lighting is appropriate and the audio is clear and does not have excessive background noise.

1. Physical Display Board (Judging - In-Person - Live Interviews) March 25, 2023

- Finalists who advance to TXSEF will be required to provide a physical display board (project poster)
- The physical display board MUST include the Official SRC Approved Abstract from Scienteer as well as Form 1C (Regulated Research Institutional/ Industrial Setting Form) and Form 7 (Continuation/ Research Progression Projects Form), if required for the project. These forms are found on the Scienteer Dashboard (left side of screen) and can be downloaded as PDFs. Failure to include these required documents may result in points being deducted during judging.
- All physical display boards must conform to D&S rules to be displayed for judges and the public. Passing a <u>Display & Safety</u> inspection will be required to compete.

2. Presentation

- a. Project Presentation: Interview (Judging In Person Live Interviews)
 - Finalists will be interviewed during initial judging at Texas A&M University.
 - Finalists should convey an understanding of their project's basic science, interpretation and limitations of the results and conclusions.
 - If a team project, all team members should demonstrate significant contributions and understanding of the project.
 - Reference the Judging Rubrics: Science/Engineering located in these guidelines.

Lab Notes (OPTIONAL)

- TXSEF does not require any project to submit a laboratory notebook. However, a finalist may upload a maximum of four individual pages (saved as four separate PDF files; one page = one PDF file) from a lab notebook to provide evidence of its use for online judging of Special Awards.
- Special Award judges reviewing projects online will have access to these optional lab notes, just as they would at a finalists' booth during an in-person fair. However, key information must be provided in the required materials as previously outlined since lab notes are supplemental. A maximum of four pages is allowed in order to protect your intellectual property.
- Lab notes may be provided for in-person judging and must conform to the <u>Display & Safety</u> guidelines.

Payment - THERE WILL BE NO ONSITE PAYMENT

Finalists/Teachers/Regional Directors/Parents will need to determine who is paying the \$50.00 finalist(s) participation fee. Individuals will be able to pay for themselves online using a credit card. Although payment prior to fair is encouraged, we will not require payment up front.

- a. Any district, school or regional fair paying on behalf of finalist(s) will need to reach out to TXSEF at <u>txsef_registration@tamu.edu</u> and include a full list of all students from the district competing in TXSEF. Please allow 1-2 business days to receive requested invoices. *Final deadline to pay is April 28, 2023.*
- b. Payment instructions are provided beginning on Page 21 and 22 of this document.

Judging Criteria for Science Projects

I. Research Question (10 pts)

- · clear and focused purpose
- · identifies contribution to field of study
- · testable using scientific methods

II. Design and Methodology (15 pts)

- · well-designed plan and data collection methods
- · variables and controls defined, appropriate and complete

III. Execution: Data Collection, Analysis, and Interpretation (20 pts)

- · systematic data collection and analysis
- · reproducibility of results
- · appropriate application of mathematical and statistical methods
- · sufficient data collected to support interpretation and conclusions

IV. Creativity (20 pts)

· project demonstrates significant creativity in one or more of the above criteria

V. Presentation (35 pts)

a. Poster (10 pts)

- · logical organization of material
- · clarity of graphics and legends
- · supporting documentation displayed

b. Interview (25 pts)

- · clear, concise, thoughtful responses to questions
- · understanding of basic science relevant to project
- · understanding interpretation and limitations of results and conclusions
- · degree of independence in conducting project
- recognition of potential impact in science, society and/or economics
- · quality of ideas for further research
- · for team projects, contributions to and understanding of project by all members

Judging Criteria for Engineering Projects

I. Research Problem (10 pts)

- · description of a practical need or problem to be solved
- · definition of criteria for proposed solution
- · explanation of constraints

II. Design and Methodology (15 pts)

- · exploration of alternatives to answer need or problem
- · dentification of a solution
- development of a prototype/model

III. Execution: Construction and Testing (20 pts)

- · prototype demonstrates intended design
- · prototype has been tested in multiple conditions/trials
- · prototype demonstrates engineering skill and completeness

IV. Creativity (20 pts)

· project demonstrates significant creativity in one or more of the above criteria

V. Presentation (35 pts)

a. Poster (10 pts)

- · logical organization of material
- · clarity of graphics and legends
- · supporting documentation displayed

b. Interview (25 pts)

- · clear, concise, thoughtful responses to questions
- · understanding of basic science relevant to project
- · understanding interpretation and limitations of results and conclusions
- · degree of independence in conducting project
- · recognition of potential impact in science, society and/or economics
- · quality of ideas for further research
- · for team projects, contributions to and understanding of project by all members

Scientific Review Committee (SRC)

The State Science Review Committee (SRC) reviews each project for eligibility. Each project must be cleared by the SRC prior to TXSEF participation. The volunteer-based SRC includes at least one biomedical scientist, one science educator, and one other member. Members of the SRC are knowledgeable about research subject matter and regulations, review required forms for entries, and address any problems before competition. The SRC looks for "red flags" that may require additional forms or project eligibility. The goal of the SRC is to ensure all projects are safe and meet the guidelines set by ISEF. Visit the ISEF Rules Wizard as a first step to help you determine what forms of approvals are necessary.

What are common SRC red flags?

- o Human Subjects
 - If you used human subjects, a consent form for each subject must be obtained and available upon request.
- o Vertebrate Animals
 - If you used vertebrate animals, the vertebrate animal form must be completed.
- o Hazardous Materials
- o Certified Laboratories
 - Experimentation involving the culturing of potentially hazardous biological agents, even BSL-1 organisms, is prohibited in a home environment. However, specimens may be collected at home as long as they are immediately transported to a laboratory with the BSL containment determined by the affiliated fair SRC. For more information about Potentially Hazardous Biological Agents Rules please review <u>ISEF rules</u>.
- o The following types of studies involve BSL-1 organisms and are exempt from prior SRC review and require no additional forms:
 - Studies involving baker's yeast and brewer's yeast, except in rDNA studies.
 - Studies involving Lactobacillus, Bacillus thuringiensis, nitrogen-fixing, oil-eating bacteria, and algae-eating bacteria introduced into their natural environment. (Not exempt if cultured in a petri dish environment.)
 - Studies involving water or soil microbes not concentrated in media conducive to their microbial growth.
 - Studies of mold growth on food items if the experiment is terminated at the first evidence of mold.
 - Studies of slime molds and edible mushrooms.
 - Studies involving E. coli k-12 (and other strains of E. coli used solely as a food source for C. elegans) that are performed at school and are not subject to additional rules for recombinant DNA studies or use of antibiotic resistant organisms.
- o Checklist and information for SRC Review

Is data collection after the Regional Fair allowed?

Yes. However, finalists cannot add any new procedures involving human subjects, bacteria, vertebrate animals, or anything else that would require approval and that was not approved earlier.

Display & Safety (D&S)

Display & Safety inspections include a review of all submitted materials and enforcement of the display guidelines as published in the <u>International Rules and Guidelines</u>. This includes meeting all of the format and size requirements, providing appropriate credits for photographs, graphs and other visuals and

having any permissions of individuals depicted in any project materials (on the board or in the project overview video) available.

Judging

Category Judging (Live Interviews) will take place on Saturday, March 25, 2023 at Texas A&M University, Student Recreation Center.

Awards

TXSEF will award first through third place winners in all 21 categories in both divisions. There will be a limited number of special awards and scholarships available to select projects. A number of students from the senior division will be selected to attend the Governor's Science and Technology Champions Academy and Thermo Fisher Scientific Junior Innovators Challenge (JIC) finalists will be selected from the junior division. Best in the State for Life Science and Physical Sciences will be awarded to both divisions, plus an honorable mention for each award. Twelve (12) projects will be selected from the senior division to advance to the Regeneron International Science and Engineering Fair (ISEF). Those selected for ISEF will be required to attend a mandatory meeting immediately after the TXSEF awards ceremony.

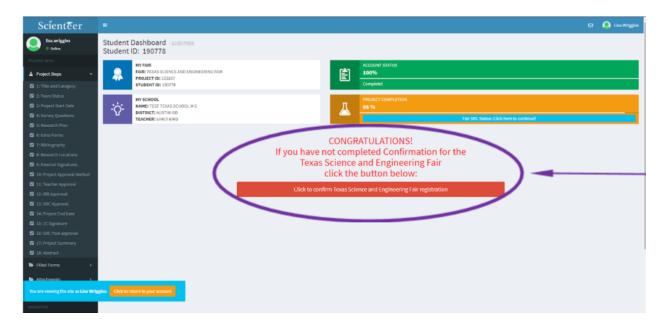
Important Dates for TXSEF

- March 5, 2023, at 11:59 p.m. (CST) Student deadline to submit all required items in OpenWater
- March 24, 2023 Student, Project check in and Display and Safety, <u>Student Recreation Center</u>,
 Texas A&M University
- March 24, 2023 A Night at Zach, <u>Zachry Engineering Complex</u>, Texas A&M University
- March 25, 2023 —Category Judging live Interviews, <u>Student Recreation Center</u>, Texas A&M University
- March 25, 2023 TXSEF Awards Ceremony, <u>Rudder Auditorium</u>, Texas A&M University

Important Dates for ISEF and Thermo Fisher

- May 14 19, 2023 Regeneron ISEF 2023 Dallas, TX.
- June 14, 2023 Thermo Fisher JIC application deadline.



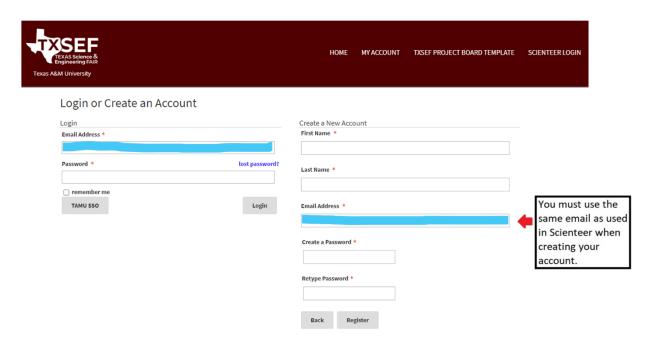


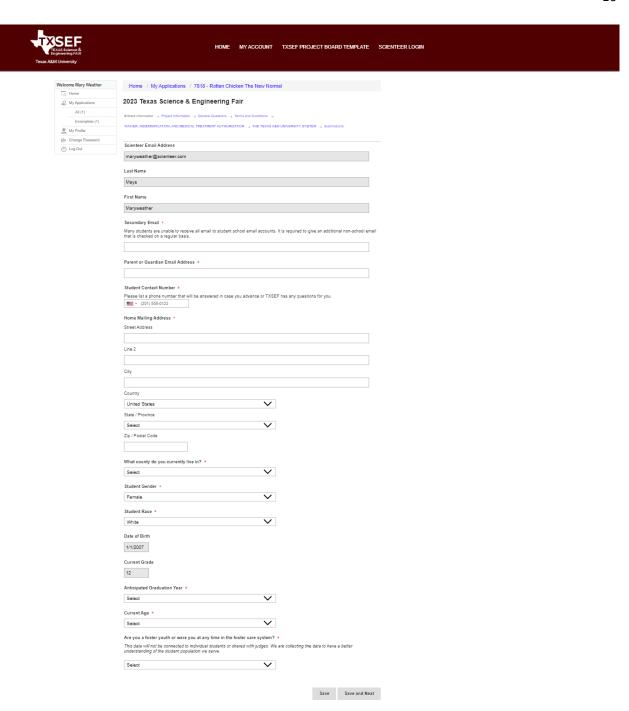
Step-by-Step Registration Process

The images below are a helpful guide to the registration process. Finalists are able to return and make changes or add submissions before the March 5, 2023, deadline at 11:59 p.m. (CST). Once finalists submit their registration, no additional changes are allowed.

Registration for student finalists begins after students have confirmed information in Scienteer. The last screen in Scienteer will have a red/orange button that finalists will need to click to be directed to the TXSEF registration.

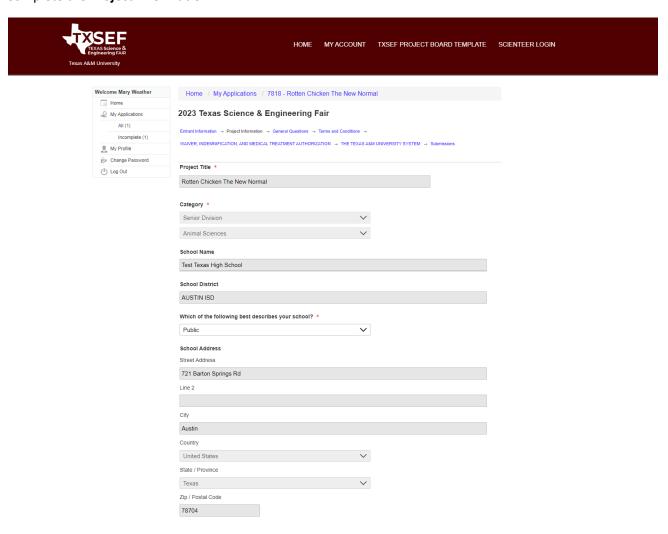
From the link provided on Scienteer, the Texas Science & Engineering Fair registration website will require finalists to **Create a New Account** the first time they login. **Finalists must use the same email as used in Scienteer** when creating their account.

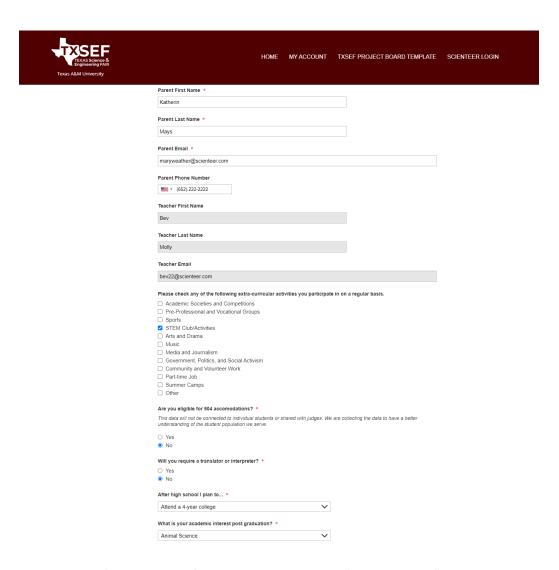




Complete all of the Entrant Information and select the "Save and Next" button:

Complete the **Project Information**:

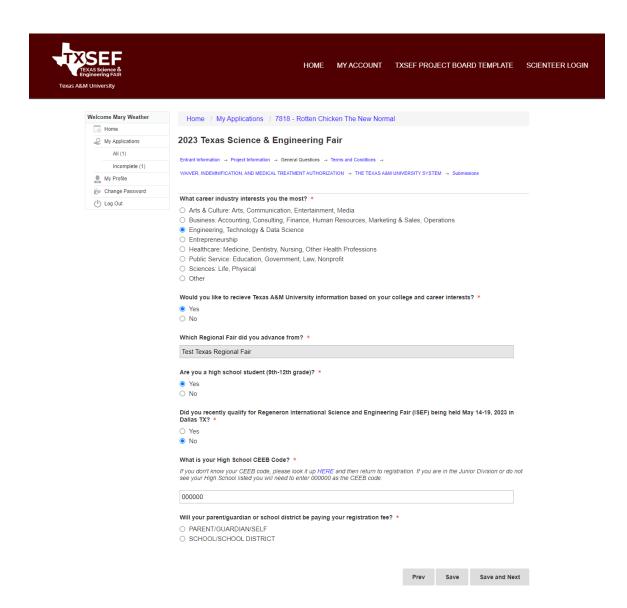




Complete all of the **Project Information** and select the "Save and Next" button:

Finalists should answer the **General Questions**:

- Select which Regional Fair you advanced from.
- Identify if you already qualified for Regeneron ISEF being held May 14-19, 2023, in Dallas, TX.
- Use the link provided during registration to look up your High School CEEB Code, if unknown.
- Select who will be paying for your submission.
- If your school or school district will be paying for the registration, be sure to <u>list the name and email</u> of who (in your school or school district) should be emailed a copy of the registration invoice.



Complete all of the **General Questions** and select the "Save and Next" button:

Finalists should thoroughly read and acknowledge the **TERMS & Conditions** statements <u>on the registration form</u>:

- I understand that a \$50 registration payment is required to participate, and no personal checks or cash will be accepted.
- I understand that although payment prior to fair is encouraged, we will not require payment up front. Deadline for payment is April 28, 2023.
- I understand that Project Board Check In, Display & Safety, Category Judging will take place in-person on campus March 24 & 25, 2023. My attendance is required to be judged.
- I understand if I advance to TXSEF that I am required to bring a PHYSICAL poster board that
 meets all ISEF guidelines, along with a copy of my official abstract to put on display. In the past,
 abstracts have been provided but will not be provided in 2023. View <u>ISEF Guidelines</u>.
- I give permission for my research to be shared with Judges and relevant TXSEF team members for the purpose of evaluating the project.
- I will not contest in any manner decisions made by the TXSEF staff or judges.
- I understand that participation in a competition of this nature allows for and permits a certain amount of subjectivity in these decisions.
- I agree and understand that judges must evaluate certain aspects of my research that are objective, and they also evaluate interpretive aspects of my entry which are qualitative in nature.

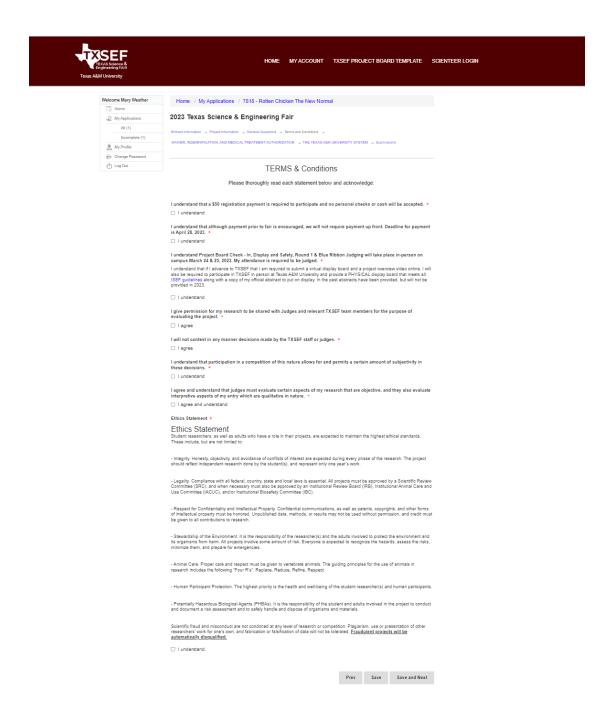
Ethics Statement

Student researchers, as well as adults who have a role in their projects, are expected to maintain the highest ethical standards. These include, but are not limited to:

- **Integrity**. Honesty, objectivity, and avoidance of conflicts of interest are expected during every phase of the research. The project should reflect independent research done by the student(s), and represent only one year's work.
- **Legality**. Compliance with all federal, country, state and local laws is essential. All projects must be approved by a Scientific Review Committee (SRC), and when necessary must also be approved by an Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), and/or Institutional Biosafety Committee (IBC).
- Respect for Confidentiality and Intellectual Property. Confidential communications, as well as patents, copyrights, and other forms of intellectual property must be honored. Unpublished data, methods, or results may not be used without permission, and credit must be given to all contributions to research.
- **Stewardship of the Environment**. It is the responsibility of the researcher(s) and the adults involved to protect the environment and its organisms from harm. All projects involve some amount of risk. Everyone is expected to recognize the hazards, assess the risks, minimize them, and prepare for emergencies.
- **Animal Care**. Proper care and respect must be given to vertebrate animals. The guiding principles for the use of animals in research includes the following "Four R's": Replace, Reduce, Refine, Respect.
- **Human Participant Protection**. The highest priority is the health and well-being of the student researcher(s) and human participants.
- **Potentially Hazardous Biological Agents (PHBAs)**. It is the responsibility of the student and adults involved in the project to conduct and document a risk assessment and to safely handle and dispose of organisms and materials.

Scientific fraud and misconduct are not condoned at any level of research or competition. Plagiarism, use or presentation of other researchers' work for one's own, and fabrication or falsification of data will not be tolerated. **Fraudulent projects will be automatically disqualified**.

Finalists and Parents/Guardians should read and sign the **Terms of Use** and the **WAIVER**, **INDEMNIFICATION**, **AND MEDICAL TREATMENT AUTHORIZATION** documents on the registration application.



Complete all of the **Terms and Conditions** and select the "Save and Next" button:



HOME MY ACCOUNT TXSEF PROJECT BOARD TEMPLATE SCIENTEER LOGIN



Texas Science & Engineering Fair (TXSEF) 2023

THE TEXAS A&M UNIVERSITY SYSTEM AGREEMENT FOR WAIVER, IDEMNIFICATION, A SSUMPTION OF RISK AND MEDICAL TREATMENT AUTHORIZATION

I._____, age____, desire to participate voluntarily in all activities of the <u>TEXAS SCIENCE AND ENGINEERING FAIR</u> ("Activity"), which is sponsored or conducted by or under the auspices of

TEXAS ARM ENGINEERING EXPERIMENT STATION. ("Sponsor"), a member of The Texas A&M University System. I am fully aware that there are inherent risks to myself and others involved with the Activity, including but not limited to lineas, including the COVID-18 virus, it is varietally and when mutations, injury including death jund loss of personal property, and others to voluntarily of the property of the property of the property of the property of others, I acknowledge that the Activity may be physically intermediated that as to myself and my supposely und to the person and property of others. I acknowledge that the Activity may be physically intermediate. I force of no medical reason why I should not

For myself, my heirs, personal representatives or assigns, I do hereby release, waive, covenant not to sue, indemnify and agree to hold harmiess for any and all purposes the Sponsor. The Texas A&M University System, the Board of Regents for The Texas A&M University System, and their members, officers, agents, volunteers, or employees (RELEASES** and/or "INDEMNTEES*) from any and all liabilities, claims, demands, injuries (including death), or damages, including court costs and attorney's fees and expenses, which may occur to myself, other participation, and ormodule in the Adolwly, while the system of the production and my order or myself, and from the Adolwly, while the system of the production of the premises owned, leased, or controlled to the Adolwly, while the system of the production of

NO INSURANCE:

I understand that RELEASES/INDEMNITEES do not maintain any insurance policy covering any circumstance arising from my participation in the Activity or any event related to that participation. As such, I am aware that I should review my personal insurance coverage. Sponsor does not carry general liability unsurance to over claims arising from the Activity so it seeks a valvier of claims as additional consideration for my right to participate such that Sponsor a governmental unit of the State of Teass, can (s) provide the activity at the Owner possible control to participants under the State of the Activity and the Activity so it seeks a valvier or claims as additional consideration for my right to participants such that Sponsor a given mental unit of the State or Teas (so and (s) provide access to a greater number of participants by expending limited resources on program materials rather han or liability insurance.

MEDICAL AUTHORIZATION, INDEMNITY AND WAIVER:

Indentand RELEASEENINDEMINTESC cannot be expected to anticipate or control all of the risks associated with the Activity and RELEASEESINDEMINTESC may need to respond to illnesses, accidents injuries, and potential emergency situations. Therefore, I hereby give my consent for any medical treatment, resource or evacuation services that may be required (as determined by Sponsor staff, medics, emergency personnel, or other medical professionals) during my participation in the Activity with the undestraining that the cost of any such retarment will be my responsibility. I for my representatives, or assigns, agree to indemnify and hold harmines INDEMNITEES for any costs incurred to treat me, even if an INDEMNITEE as signed medical care facility documentation promising to pay for the treatment due to my insidity to sign the INDEMNITEES assigned medical care facility documentation promising to pay for the treatment due to my insidity to sign the and agree to hold harmines for any and all purposes. RELEASEES from any and all liabilities, claims, demands, injuries (including death), or damages, including court costs and attorneys' fees and expenses, that may be sustained by me while receiving medical care or in deciding to seek medical care, including while travelling to and from a medical care facility, including injuries' sustained as a result of the sole, joint, or concurrent negligence, negligence per se, statutory fault, or strict faibility of RELEASEES. I understand this waiver does not apply to injuries caused by intentional or grossly negligent conduct.

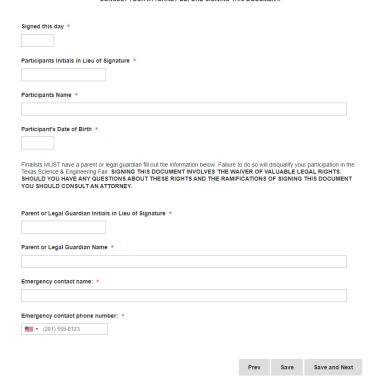
VOLUNTARY SIGNATURE AND BINDING OF HEIRS AND ASSIGNS:

In signing this Agreement, I acknowledge and represent that I have need it, understand it, and sign it voluntarily as my own free act and deed. Sponsor has not made and I have not relied on any oral representations, statements, or inducements apart from the terms contained in this Agreement. I execute this document for full, adequate and complete consideration (slip) immediate poor by the same, now and in the future. For students engaging in extraourricular activities: I understand I can choose not to sign this document and free myself from its stems and the associated risks of the activity post mytor participating in the activity and that not participating in this activity will in on vary indirectly and that not participating in this activity if in no vary indirectly other class related activities: I understand this is a voluntary activity and that not participating in this activity if in no vary indirectly other class related activities: I understand participation in this activity and the control of the class of of the class

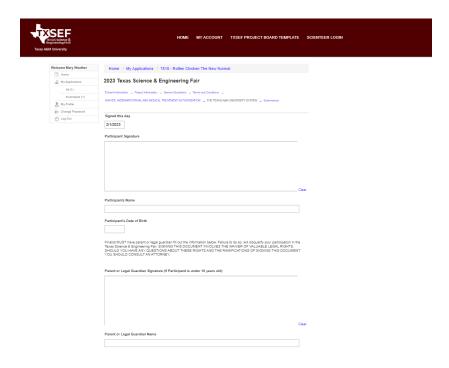
SIGNING THIS DOCUMENT INVOLVES THE WAIVER OF VALUABLE LEGAL RIGHTS.

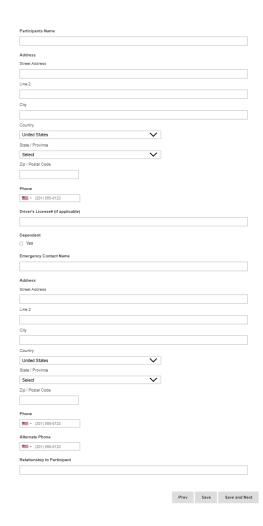
CONSULT YOUR ATTORNEY BEFORE SIGNING THIS DOCUMENT.

SIGNING THIS DOCUMENT INVOLVES THE WAIVER OF VALUABLE LEGAL RIGHTS. CONSULT YOUR ATTORNEY BEFORE SIGNING THIS DOCUMENT.



Complete all of the **Liability Waiver Information** and select the "Save and Next" button:



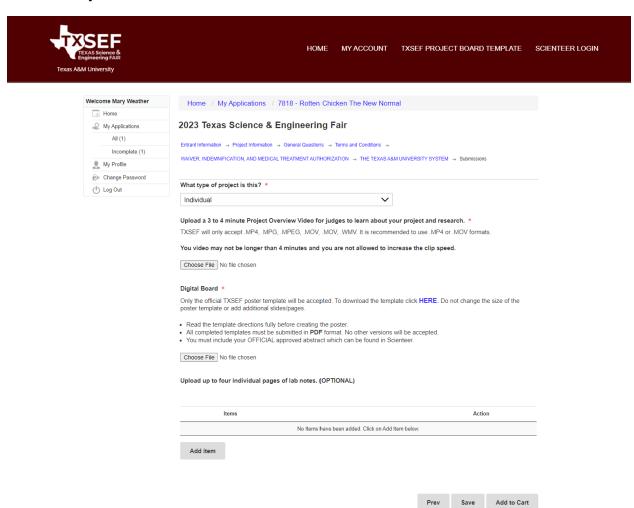


Complete all of the **The Texas A&M University Information** and select the "Save and Next" button:

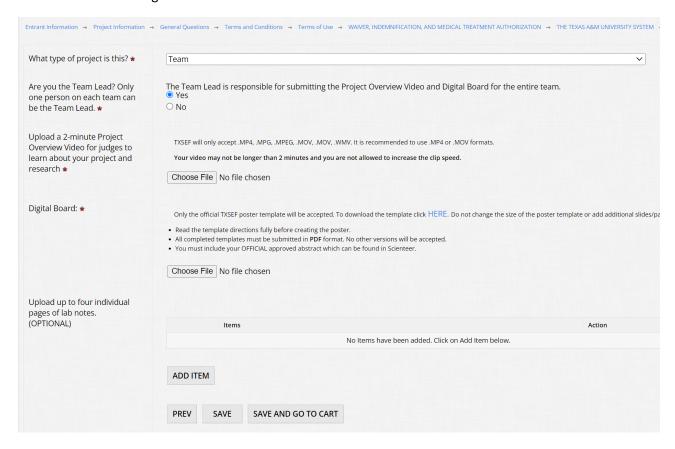
Project Submissions:

- Select the type of project: Individual or Team.
- Upload Project Overview Video (video format maximum 4 minutes).
- Reference the official TXSEF poster template to upload the Digital Board. Must be in PDF format!
- Upload up to four individual pages of lab notes. (OPTIONAL)

Individual Project Submission:



If the project is a Team Project, identify the **Team Lead** who will be responsible for submitting the Project Overview Video and Digital Board for the entire team.



Once finished with submissions, select " save and go to cart"

Payment Instructions:

- Once finished with submissions, select Add to Cart.
- Review and Checkout.

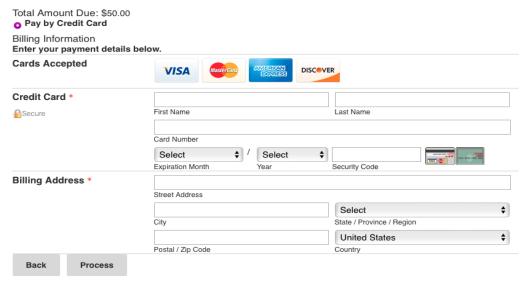


Payment by School or District: THERE WILL BE NO ONSITE PAYMENT

- If the school pays participation fees for finalists, stop here and then inform your teacher that the TXSEF registration is complete so the school can pay the participation fees.
- Any district, school or regional fair paying on behalf of finalist(s) will need to reach out to TXSEF at txsef registration@tamu.edu and include a full list of all students from the district competing in TXSEF. Please allow 1-2 business days to receive requested invoices.
- Although payment prior to fair is encouraged, we will not require payment up front.
- Final deadline to pay is April 28, 2023.

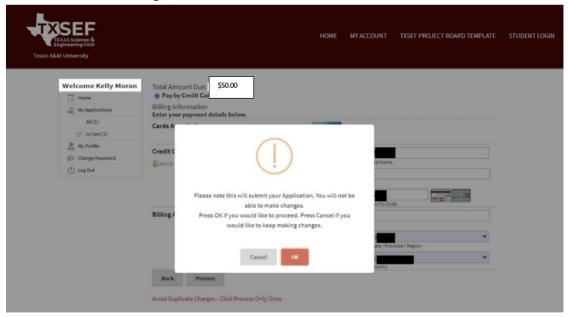
Payment by Parent or Guardian:

- If the school does not pay participation fees, have a parent or guardian pay the participation fee with a **credit card**.
- Although payment prior to fair is encouraged, we will not require payment up front.
- Final deadline to pay is April 28, 2023.



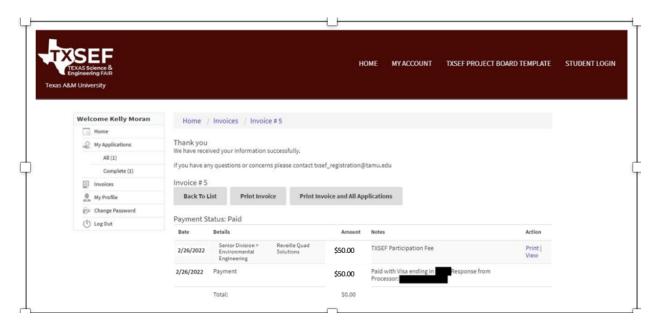
Avoid Duplicate Charges - Click Process Only Once

Select **Process** the payment <u>which will submit your TXSEF Registration</u> and click **OK**. *Note that you will not be able to make changes, once submitted.*

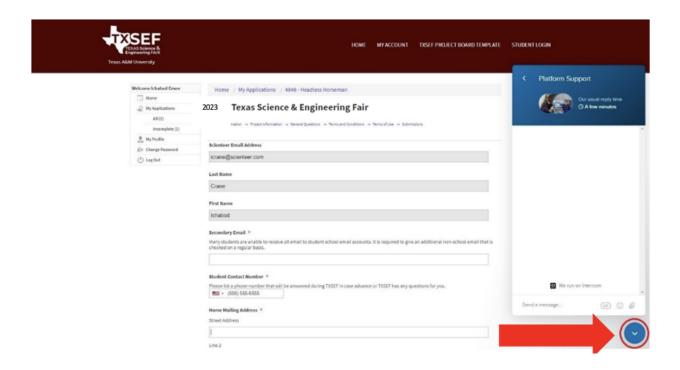


Invoices and Payment Confirmation:

Finalists will be able to view the registration invoice and confirmation of payment received by selecting "Invoices" from the menu on the left side of the screen. The invoice and application can be printed from this screen. If finalists have any questions or concerns, please contact: txsef_registration@tamu.edu



For any questions about TXSEF registration that is <u>NOT</u> related to payment or Scienteer, use the live chat feature. The chat box is located in the bottom right-hand corner of the registration website. Representatives are available to answer questions Monday - Friday from 8 a.m. – 5 p.m. (CST). Finalists waiting until the last minute to register risk not completing registration before the deadline, which will automatically disqualify their TXSEF participation.



For other TXSEF inquiries, contact the appropriate division below:

- General Information: txsef@tamu.edu
- Display & Safety: txsef_ds@tamu.edu
- Scientific Review Committee: txsef_src@tamu.edu
- Payment Process: txsef_registration@tamu.edu
- For Scienteer, your TEACHER must contact: support@scienteer.com