

Registration Guide

Intermediate / Senior

Grades 9-12

BASEF

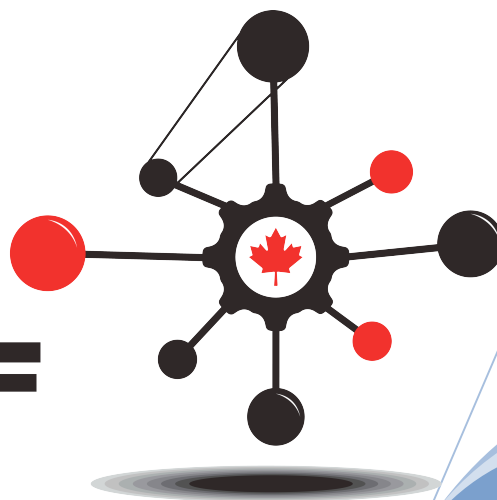


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Registration Guide: Intermediate / Senior - Grades 9-12

Registration will be online at www.basef.ca from
Early February to Early March - Check Web Site for Exact Dates!

These are the instructions for the BASEF Intermediate / Senior Level (Grade 9-12) registration.

The Bay Area Science and Engineering Fair (BASEF) is affiliated with the Intel International Science and Engineering Fair (IISEF) and the Canada Wide Science Fair (CWSF) which means more awards but also more paperwork. You must fill out all forms that are required for your project, as described below.

IMPORTANT NOTES:

Use the [IISEF Rules Wizard](#) to help you to determine which IISEF Scientific Review Forms are required for your project.

Steps to complete Student Registration:

Make sure you have [Adobe Reader](#) installed.

1. Use the online [IISEF Rules Wizard](#) to help you to determine which Scientific Review Forms are required. These are usually required when your project involves Humans, Animals, or Hazardous Materials.
2. Go to www.basef.ca/formsintsenior to select and download the specific forms required.
3. Fill in and print out any required forms.
4. Get all the necessary signatures for each form.
5. **Go Online to complete and submit your official [BASEF Student Registration Form](#) online at www.basef.ca/registrationsenior.** Submit only one registration per project (even for teams). You must enter Student, Teacher, and School details, as well as an abstract/summary of your Project.
6. Make sure to keep your signed forms safe, and bring them with you when you come to set up at the fair. We may also request that you send us copies of your project forms by fax or email before the fair.
It is your responsibility to identify, complete and obtain all the forms, signatures and approvals your project requires.
7. Bring your signed BASEF Consent Form with you when you come to set up at the fair – each student in a team project must bring his/her own BASEF Consent Form.

After you have registered online and sent in your forms, check the [online Registration Status](#) page for updates.

Also make sure you check your email regularly – we will send questions and updates to the student and parent emails that are provided during registration.

Intermediate/Senior (Grades 9-12) Forms Chart

Note: To meet both CWSF and ISEF requirements, Grade 9 to 12 students are required to comply with all the relevant rules, for BOTH Youth Science Canada (YSC) and the International Science and Engineering Fair (ISEF), however only ISEF forms need to be completed.

Forms	Title	Need to do	What?
Required	BASEF Consent Form	Print, Fill out the form and Sign.	Consent Form must be signed by the student and a parent/guardian. Each student exhibitor must bring this form with them to project setup.
Required	ISEF Form 1 Checklist for Adult Sponsor	Print, Fill out the form and obtain all required signatures.	Student name(s), project title, check all required boxes (this tells you what other forms you need), adult sponsor, date of review (should be near start of project), and other information.
Required	ISEF Form 1A Student Checklist	Print, Fill out the form and obtain all required signatures.	Fill in all sections, start and end dates must be no more than 12 months apart. A Research Plan and Abstract are required; this form provides details on what should be in the Research Plan.
Required	Research Plan	Print, and include with your project.	See instructions in Form 1A for details to include in Research Plan.
Required	Abstract	Print, and include with your project.	Include the project's Abstract with your project.
Required	ISEF Form 1B Approval Form	Print, Fill out the form and obtain all required signatures.	Fill in student and parent names and signatures. Projects that require Scientific Review Committee (SRC) approval (see rules for details) will need a signature in 2a or 2b, otherwise leave blank. Section 3 remains blank. Each student exhibitor must complete this form.
ADDITIONAL FORMS You can use the ISEF Rules Wizard to help you to determine which other ISEF forms are required for your project.	IF YOU ARE UNSURE IF A FORM IS NECESSARY, FILL IT OUT!!!	Print, Fill out the form and obtain all required signatures.	<ol style="list-style-type: none"> 1. <u>Registered Research Institutional/Industrial Setting Form</u> (Form 1C) 2. <u>Qualified Scientist Form</u> (Form 2) 3. <u>Risk Assessment (Phys/Chem) Form</u> (Form 3) 4. <u>Human Subjects Approval and Informed Consent Form</u> (Form 4) 5. <u>Vertebrate Animal Forms</u> (Forms 5A-NON REGULATED or 5B-REGULATED) 6. <u>Potentially Hazardous Biological Agents Form</u> (Form 6A) 7. <u>Human and Non-Human Vertebrate Animal Tissue Form</u> (Form 6B) 8. <u>Continuation Projects Form</u> (Form 7)

BASEF PROJECT DISPLAY SAFETY CHECKLIST

Students must review the following Display Safety checklist when completing the registration form.

Non-compliant projects will be adjusted or eliminated from competition.

Display

- 1 The Exhibit is within 2.5 m high from the floor, 1.2 m wide and 0.8 m deep.
- 2 Project apparatus is within the project display area.
- 3 The exhibit items and backboard are self-standing and stable, or secured to table.
- 4 All sheets on display board are glued flat.
- 5 All sharp edges on project or display are removed or protected.
- 6 Electrical cords, hoses, etc. do not create a tripping hazard.
- 7 No more than 2 people are presenting this project.

Human Projects

- 8a Display may include pictures of participants if prior permission has been obtained.
- 8b Project displays must avoid sensational or gratuitous macabre images.

Animal Projects

- 9 Live animals are not being displayed.
- 10 Display shows no evidence of harm or distress to the animals that were used.

Chemicals

- 11 Any flammable or poisonous chemicals (solid, liquid, gas) are simulated and noted as "chemical simulated"

Electrical

- 12 Electrical power bars, supplies and cords in good condition, non-modified, CSA approved, and provide necessary grounding if required for apparatus.
- 13 No exposed live parts over 36 V. Exposed metal parts in systems over 36V are grounded.
- 14 Potential heat generating electrical devices are non combustible.
- 15 Only sealed type batteries are used.
- 16 Apparatus such as Van de Graff generator, spark gap etc. are non-operational

Fire Safety

- 17 No flames are used in display
- 18 Packing material has been removed from the Exhibit Hall.
- 19 Student knows the Fire Exit Plan

Light Emitting Devices & Lasers

- 20 Only ANSI 'Class 1' unmodified Lasers or laser diodes can be operated.
- 21 Lasers or laser diodes are affixed to display and not pointing into gallery
- 22 Light sources used for heat are thermally guarded or non operational

Microorganism & Biohazards

- 23 No plants, plant tissues or soils shall be exhibited.
- 24 No materials which could decompose shall be exhibited
- 25 Fibrous materials are in sealed containers (example: insulation)

Pressure Systems & Explosives

- 26 Air/ Hydraulic pressure systems are non operational and open to atmosphere
- 27 No Pressurized tanks, canisters or gas cylinders are in the display
- 28 No firearms or explosives are displayed - (Mockups may be displayed)

Structural Mechanical

- 29 Hazardous moving parts are protected
- 30 Apparatus is self-supporting and not subject to falling

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BASEF ... Schedule of Events

NOTE: The awards ceremony is now on the following Tuesday, 6:30 PM

DATE	EVENT	TIME / LOCATION
Early February to Early March	BASEF On-Line Registration	www.basef.ca
<i>During the Fair:</i>		
Wednesday	On-Site Project Setup	4:00 pm to 8:00 pm Mohawk College
Thursday	Student Activity Morning	8:30 am to Noon Mohawk Theatre
	Judging for BASEF student exhibitors	1:00 pm to 4:00 pm Mohawk College
Friday	<i>Fair not open to Public or students</i>	
Saturday	Public Viewing	9:00 am - 12:00 noon Mohawk College
Tuesday	Awards Ceremony	6:30 pm - 9:00 pm Mohawk Theatre
May	Canada-Wide Science Fair	Canada
May	Intel International Science and Engineering Fair	USA

BASEF Rules and Regulations

There are a number of Rules and Policies that apply to projects and students exhibiting at BASEF. Every participant and their supervisor(s) must ensure that these Rules, Regulations and Policies are followed.

Eligibility Rules – see www.basef.ca/eligibility

Bay Area Science and Engineering Fair (BASEF) is open to all students in grades 7 to 12 under the age of twenty-one, who attend any public, separate, or private school, or who are home-schooled, in the City of Hamilton, the Region of Halton, Brant County, Haldimand County, Norfolk County, or Six Nations.

BASEF no longer requires signed consent from a school representative for a student to participate, however there are limits to the number of projects per school (currently 16 projects per level). If more than the maximum number of projects register from a single school at the close of registration, the BASEF Registrar will work with the school and school board to determine which projects will qualify to participate in BASEF. Total registrations are also limited by the fair's host site capacity. In case of over-registration, the BASEF Registrar will determine which projects will be permitted to participate. The decision of the BASEF registrar is final.

A student may only exhibit/register one project each year. Team projects may have a maximum of two (2) students, and shall be entered in the division of the oldest team member. Students must attend the full two days of the Fair and must remain at their project at all times during judging and public viewing unless otherwise instructed. Exhibits must be left on display until the end of the Fair.

An exhibitor may not present a project identical to a previous year's project at BASEF. An improved project may be entered again into competition, however only research completed since the last BASEF fair may be displayed and judged. If you are entering a project which is a continuation of previous years work, you must complete a Continuation Projects Form, and submit it with your project registration.

Grade 9-12 students that wish to be considered for the Intel International Science and Engineering Fair (IISEF) trip awards must have valid travel documents to be eligible. Canadian citizens must have a valid passport at the time of the BASEF Fair, and the passport must be valid for six months beyond the date of the IISEF Fair in May to permit air travel to the United States. Non-Canadian citizens/residents require various forms of valid travel documents for travel to the United States. At a minimum this will include a passport, but may also include appropriate Visas. High School students without valid travel documents at the time of the BASEF Fair will not be eligible to win an *International Trip award*, but will remain eligible for a *Canada-Wide Trip award*.

Projects involving Humans, Animals, or Hazardous Materials – see www.basef.ca/rules

BASEF is affiliated with Youth Science Canada (YSC), and projects are eligible to win a trip to compete in the Canada-Wide Science Fair (CWSF) or the Intel International Science and Engineering Fair (IISEF). All projects must meet YSC and IISEF policies for Human Participation, Animal use, Hazardous Materials, and Biological Safety in order to be eligible to enter BASEF.

See the BASEF web site for details on these policies, and use the online Rules Wizard to help determine what policies apply, and what approvals and forms may need to be completed.

Project Display Rules – see www.basef.ca/projectdisplay

All exhibits, including all accessories, must not exceed 0.76 metres, front to back; 1.2 metres side to side; and 2.5 metres maximum height from the floor. Displays must also meet a number of Safety and display rules, as documented on the Safety checklist and on the BASEF web site.

Registration Status – see www.basef.ca/registrationstatus

After you have registered online, you can view the status at the [Project Registration Status page](#).

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CODE OF CONDUCT

1. Participants will, at all times, respect all public and private property and the rights of other participants.
2. When requested, participants will wear an identification badge and/or BASEF T-shirt.
3. Participants must dress appropriately (in accordance with their school's dress code).
4. Project areas must be kept tidy and any spills or messes must be cleaned up immediately.
5. Students must respect their peers by remaining as quiet as possible during the judging period.
6. Participants that do not behave in an appropriate manner or in any way violate the Code of Conduct will be disqualified and ejected from the event. The violator forfeits his or her right to attend and participate in Science Fair events. Proper notification of the violation and action taken will be sent to the school along with copies to the Board(s) of Education. Copies will also be sent to the student's parents or guardians.

Media Consent

Participants and their parents must consent to the unrestricted use of biographical information (name, age, grade, and school), photographs, and visual or audio recordings of the participant by the Bay Area Science and Engineering Fair, Youth Science Canada, and affiliates and sponsors of the Bay Area Science and Engineering Fair. These materials, as well as a description of the participant's project, may be distributed to local media (television, radio or print) or displayed in newsletters and websites. Personal and contact information will not be released.



Final Registration Checklist Reminder

1. Complete Online Registrations
2. Review BASEF Regulations
3. Review BASEF Safety Regulations Checklist
4. Keep original copies of all required forms and bring them with you to the fair for setup
5. Send Required / Additional Forms to Registrar if requested
6. Check if you have valid travel documents to be eligible for BASEF International Trip awards
7. Check your email regularly for updates!