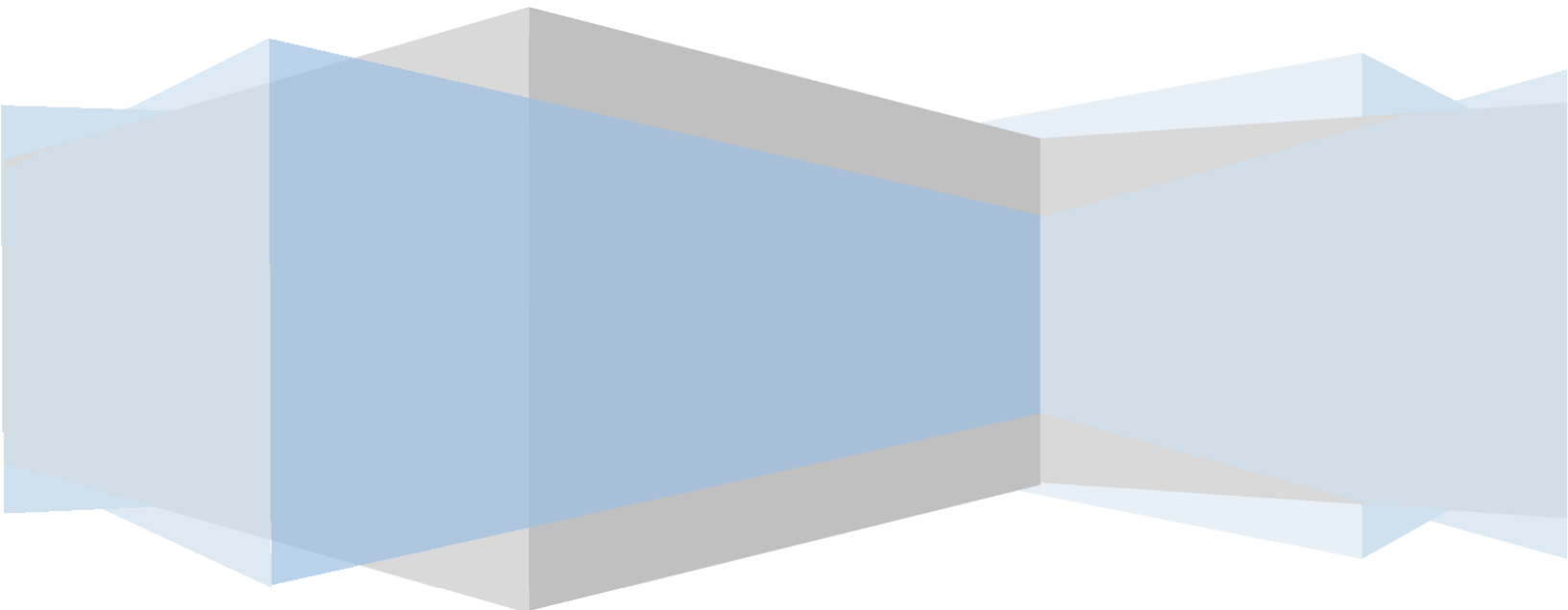


# Registration Guide

## Grades 7-8



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# Registration Guide: Junior Level Grades 7-8

Registration will be online at [www.basef.ca](http://www.basef.ca) from  
**Early February until Early March - Check Website for Exact Dates!**

Below are the instructions for the BASEF Junior Level (Grade 7-8) student registration.

The Bay Area Science and Engineering Fair (BASEF) is affiliated with the Canada Wide Science Fair (CWSF) which means more awards but also more paperwork.

Please fill out all forms that are required for your project

## IMPORTANT NOTE:

Use the online **Rules Wizard Questionnaire** to help you to determine which additional Rules and Scientific Review Forms are required for your project: [www.basef.net/ruleswizard](http://www.basef.net/ruleswizard)

## Steps to complete Student Registration:

Make sure you have **Adobe Reader** installed ( [www.adobe.com/reader](http://www.adobe.com/reader) to download the latest version).

1. Click on the online **Rules Wizard Questionnaire** ([www.basef.net/ruleswizard](http://www.basef.net/ruleswizard)) to help you to determine which rules and Scientific Review Forms are required.  
These are usually required when your project involves Humans, Animals, or Hazardous Materials.
2. Go to [Junior Forms Listing](#) to select and download any specific forms required.
3. Complete the fill-in form by typing in all the information asked, then print out the form.
4. Get all the necessary signatures for each form.
5. **Go Online to complete and submit your official BASEF Student Registration online at [www.basef.ca](http://www.basef.ca) .**  
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. You will not need to send us your forms in advance unless we ask for them.  
Make sure to keep your original signed forms.
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 their own BASEF Consent Form.

After you have registered online, 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.

# JUNIOR LEVEL (GRADES 7/8) FORMS CHART

Projects submitted by Grade 7-8 Students are eligible for the Canada Wide Science Fair (CWSF). To meet CWSF requirements, Grade 7-8 students are required to comply with all the relevant rules by Youth Science Canada (YSC).

Use the online **Rules Wizard Questionnaire** ([www.basef.net/ruleswizard](http://www.basef.net/ruleswizard)) to help you to determine which additional Scientific Review Forms are required for your project.

Forms	Title	Need to do	What?
Required	<a href="#">BASEF Consent Form</a>	Print, Fill out the form and Sign.	<ul style="list-style-type: none"> <li>• <b>Consent Form must be signed by the student and a parent/guardian. Each student exhibitor must bring this form with them to project setup.</b></li> </ul>
<p><b>ADDITIONAL FORMS</b></p> <p>Use the online <a href="#">Rules Wizard Questionnaire</a> to help you to determine which additional Scientific Review Forms are required for your project.</p>	<p>NOTE: If your project does not involve people, animals or hazardous materials/equipment, then you may not require any additional forms</p>	<p>Print, Fill out the form and <b>obtain all required signatures.</b> Keep your signed forms in a safe place until we ask for them.</p>	<ul style="list-style-type: none"> <li>• <a href="#">YSC Form 4.1A (Humans)</a> : Participation of Humans - Low Risk - Approval Form and Instructions</li> <li>• <a href="#">YSC Form 4.1B (Humans)</a> : Participation of Humans - Significant Risk - Approval Form and Instructions</li> <li>• <a href="#">Research Plan Template for Significant Risk Projects</a></li> <li>• <a href="#">Informed Consent - Permission Form</a></li> <li>• <a href="#">Informed Consent - Letter of Information Blank Template</a></li> <li>• <a href="#">YSC Form 4.1C (Animals)</a> : Animals - Approval Form and Instructions</li> <li>• <a href="#">YSC Form 1 (Institution)</a> : Contribution from a Recognized Institution</li> <li>• <a href="#">YSC Form 3 (Supervisor)</a> : Designated Supervisor Form</li> <li>• <a href="#">YSC Form 7 (Continuation)</a> : Continuation Projects Form</li> </ul>

# BASEF PROJECT DISPLAY SAFETY CHECKLIST

Students must review the following Display Safety checklist before they arrive for project setup.  
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 (no loose pages on backboard).
- 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

## BASEF ... Schedule of Events

DATE	EVENT	TIME / LOCATION
Early February to Early March	BASEF On-Line Registration	<a href="http://www.basef.ca">www.basef.ca</a>
<i>During the Fair:</i>		
Thursday	On-Site Project Setup	4:00 pm to 8:00 pm Mohawk College
Friday	Judging for BASEF student exhibitors	1:00 pm to 4:00 pm Mohawk College
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 several 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](http://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 14 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 include it with your Project Notebook at your display.

## **Projects involving Humans, Animals, or Hazardous Materials** – see [www.basef.ca/rules](http://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). All projects must meet YSC 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](http://www.basef.ca/projectdisplay)

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

## **Registration Status** – see [www.basef.ca/registrationstatus](http://www.basef.ca/registrationstatus)

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

## 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 Registration Form
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 Forms to Registrar if requested
6. Check your email regularly for updates!