

SCIENCE & ENGINEERING FAIR

A Guide to Navigate the ISEF Forms

Student thinks of a problem that addresses their experiment/design & writes a research plan

Before the experimentation begins, these three forms must be completed and signed.

All projects need all three of these forms.

Form 1

Checklist for Adult Sponsor
(Teacher)

****Things to Check****
Make sure the teacher signs and dates the bottom

Form 1A

Student Checklist

****Things to Check****
Add the dates of experimentation. Add any non-home, non-schools addresses

Form 1B

Approval Form

****Things to Check****

Box 1 signed by student and parent **before** experimentation

Box 2 needs to be signed IF the project contains the following:

1. Human subjects (**Even family and friends. Even surveys.**)
2. Vertebrate animals (**This includes pets**)
3. Potentially hazardous biological agents (**See list of included and excepted organisms and specimens below**)

Who signs Box 2??

- 2A is signed by the teacher **BEFORE** experimentation
- 2B is signed by the scientist or adult at an institution if that institution that already had approval for their work (like a university), can be signed **AFTER** the experiment

As soon as you begin your projects, we recommend you have these three forms ready to go for teachers, parents, and students to sign.

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Forms required for
SOME projects

Check each student's project. They may not need any of these or they may need all three.

Form 3 Risk Assessment

Required for any project with human participants, hazardous chemicals, activities, or devices. This includes but is not limited to potentially hazardous or harmful chemicals, fire, powertools, firearms, or any other weapons or activities with ANY risk of injury

Form 1C Regulated Research

Required for any projects performed at institutions where laboratory activities are regulated by outside bodies such as the FDA or NIH

Form 2 Qualified Scientist

Required for some projects based on risk. Check the next page to see if this project qualifies

None of these pertain to a student's project? You don't need them. Keep going through the flow chart.

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Human Subjects/Participants

(Exceptions are rare; see the ISEF Rulebook)

Form 3

Risk Assessment

Required for any project with human participants, hazardous chemicals, activities, or devices. This includes but is not limited to potentially hazardous or harmful chemicals, fire, powertools, firearms, or any other weapons or activities with ANY risk of injury

Form 4

Human Subjects Form

Human Informed Consent Form

Remember, this pertains to family and friends, even if the student just asked them to take a survey

Form 2 Qualified Scientist

You need to check on your Form 4 to see if you need to complete this form

If the project does not involve human subjects skip this slide and forms.

Humans taking surveys count. You need this form even if a family member took a survey for the project.

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If the project does not involve
vertebrate animals skip this slide and
forms.

Vertebrate Animals

(There are separate special rules for embryo/egg
studies; see ISEF rulebook)

OR

Form 5A

Vertebrate Animal Form

For projects conducted at
school/home/field

Form 5B

Vertebrate Animal Form

For projects conducted at a regulated research
institution not very common

If you need to use this for, it must be accompanied by
the institution's IACUC protocol number and
signature page

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Potentially Hazardous Biological Agents (PHBAs)

What are included as PHBAs?

Bacteria, viruses, viroids, prions, rickettsia, fungi, parasites, recombinant DNA, fresh/frozen tissues, blood, body fluids, primary cells, and human/primate cell lines

If this project does not
involve PHBAs skip this
slide and forms.

Form 3: Risk Assessment

All PHBA projects must submit this form

Pick from 6A or 6B

Is it living or tissue?

OR

What types of organisms/tissues/specimens are exempted from review as PHBAs?

Protists, archaea, composting, microbial fuel and fuel cell production (as long as no culturing is involved), commercial coliform test kits that remain sealed, decomposition studies, baker's/brewer's yeast, *Lactobacillus*, *Bacillus thuringiensis*, nitrogen-fixing/algae eating bacteria (in the natural environment), water/soil microbe studies that do not involve culturing, mold growth (if terminated at the first evidence of visible mold), slime mold, edible mushrooms, *Escherichia coli* strain k-12 (must be specified) if performed in a school environment, plant tissue (unless toxic), non-primate cell lines, fresh/frozen meat or animal products if acquired commercially (i.e., from a grocer or butcher), hair/hooves/nails/feathers, fossilized specimens, prepared/fixed tissue.

if your project has items in this list. Stop here after you complete Form 3

Form 6B (Tissue)

If your PHBA project used
fresh/frozen tissue,
including primary cells and
human/primate cell lines

Form 6A (Living)

For all PHBA Projects that
do not fall under the
exemptions shown to the
right

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You have had your fair and picked your winners to move on to the Region X Fair You need one more form for ALL projects and students

Form 2A: Student Support Disclosure Form

This form is where the student will state who helped them, if they paid for any support for the project, and new to the list, an AI Usage disclosure.

When you are ready to register your students for the Region X Fair, please bring all forms required for each project.

All projects and students will need four forms: 1, 1A, 1B, and 2A plus any other required forms based on the project and the flow chart above.

Have the student abstracts ready to drop into registration.

Three is the max number of students on a group project.

The STEM Center is here to support you every step of the way. Please reach out!

985-448-4444 or camps@nicholls.edu

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Examples of Forms for Projects*

Project involves food items and student asked family to take a survey.

1, 1A, 1B, 2A, 3, 4, & Human Consent Form

Project only involves research and computer simulations.

1, 1A, 1B, & 2A

Project involves animal tissues (fresh or preserved) & Petri dishes.

1, 1A, 1B, 2A, 3, & 6B

Project involves the family pet and soap.

1, 1A, 1B, 2A, & 5A

Project involves yeast, petri dishes, and solar heat.

1, 1A, 1B, 2A, & 3

Project involves steel, a welding machine, & tools.

1, 1A, 1B, 2A, & 3

Any questions, contact us at:

Nicholls Camps and Special Programs

985-448-4444

camps@nicholls.edu

<https://www.nicholls.edu/camps-and-special-programs/>

*These are just examples.
Please review the flow chart.
If you have questions, please reach out.

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FAQs

I'm not sure if my organism/tissue/cell type needs a certain form or forms?

This is one of our most problematic areas of compliance, so we encourage everyone working with a microorganism/tissue/cell line to contact us BEFORE you start your experiment to make sure you have all of the proper documentation!

Could a project just need forms 1, 1A, 1B, & 2A?

Yes! If a project does not have human subjects (including surveys), animals, or hazardous materials, these four forms may be all you need.

What if the project was part of a continuation study?

This is a project that uses the results of the student's previous project and extends it to additional year(s). A continuation study is related to the previous work, but asks a different question or uses a different research strategy. You need: Form 7, previous abstract(s), previous year's research plan.

The project involves Vertebrate Animals or PHBAs. Do I need Form 1C and/or Form 2?

If your project was performed at a regulated research institution (RRI? e.g., university lab), you need a Form 1C, you will also need a Form 2 (because you would have been supervised by a Qualified Scientist or their proxy).

If you are performing your work at a location that is not an RRI, your local SPC will determine if your work involves sufficient risk to require a Form 2.

PLEASE CHECK YOUR FORMS!

Forms 1B, 4, 5A, 6A, and 6B MUST be dated PRIOR to the start of experimentation (specified on Form 1A)

REGION X

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QUESTIONS

Please read the form guide lines linked below:

<https://sspcdn.blob.core.windows.net/files/Documents/SEP/ISEF/2027/Rules/Book.pdf>