

GSDSEF TEACHER CHECKLIST

PRELIMINARY FORMS — REQUIRED FOR ALL PROJECTS

PROJECT PROPOSAL AND DESCRIPTION (GSDSEF-1,2009)

Before Starting Project

- Student must complete and sign
- Must be approved and signed by
 - teacher/advisor
 - parent/guardian
 - appropriate supervisor, as required

**At Screening -- MUST be at front of project report at screening
If Invited to Apply to the GSDSEF -- DO NOT SEND IN.**

***Please note that GSDSEF forms are re-written annually to conform to changing rules and regulations. With the exception of the 2009 *Application for Entrance*, they are to be downloaded from www.gsdsef.org. All forms are subject to Scientific Review Committee Approval at Screening and/or when Application to the GSDSEF is received.**

REQUIRED FOR PROJECTS INVOLVING LIVE VERTEBRATE ANIMALS

CERTIFICATION OF HUMANE TREATMENT OF LIVE VERTEBRATE ANIMALS (GSDSEF-2.

Before Starting Project

Student must complete and sign

Must be approved and signed by
teacher/advisor
parent/guardian
animal care supervisor
biomedical scientist, if required

At Screening — MUST be at front of project report at screening

If Invited to Apply to GSDSEF — MUST be included with 2009 *Application for Entrance*

3. REQUIRED FOR PROJECTS INVOLVING HUMAN SUBJECTS/INTERVIEWEES

CERTIFICATION OF COMPLIANCE OF RESEARCH INVOLVING HUMANS
(GSDSEF- 3, 2009)

Before Starting Project

- Student must complete and sign
- Must be approved and signed by
 - teacher/advisor
 - parent/guardian

At Screening — MUST be at front of project report at screening

- All permission slips used **MUST** be available to screeners (in a sealed envelope)
 - signed by subjects, if adult, or
 - signed by parents or guardians, if subjects are minors, or
 - signed by teachers involved if done in class with permission
 - Black copy must be included in notebook

If Invited to Apply to GSDSEF — MUST be included with 2009 *Application for Entrance*

- **A Photostat of one (1) permission slip must be included. Student should retain originals for possible use in applying to State and/or International Science Fairs.**

Certification of Control of Hazards (GSDSEF - 4, 2009 See Rules and Regulations, Greater San Diego Science and Engineering Fair 2008-2009 for additional information.

Projects involving tobacco; tobacco products; smokeless powder; black powder; explosives; the manufacture of rocket fuel and/or alcohol/other intoxicants or gasohol (or the production of these), are prohibited. PLEASE NOTE, IN ADDITION, THAT STUDENTS MAY NOT LOAD OR RELOAD ANY AMMUNITION WITH GUNPOWDER, ETC.

Before Starting Project

Student must complete and sign

Must be approved and signed by

teacher/advisor

parent/guardian

supervising scientist

At Screening -- MUST be at front of project report at screening

If Invited to Apply to GSDSEF -- MUST be included with 2009 *Application for Entrance*

CERTIFICATION OF VERTEBRATE TISSUE SOURCE AND SAFETY -- (GSDSEF-5, 2009)

REQUIRED FOR PROJECTS INVOLVING HUMAN/OTHER VERTEBRATE TISSUE (e.g. BLOOD, BLOOD PRODUCTS, OTHER BODY FLUIDS, TEETH, HAIR ROOTS)

Before Starting Project

Student must complete and sign

Must be approved and signed by

teacher/advisor

parent/guardian

Supervising scientist

At Screening -- MUST be at front of project report at screening

If Invited to Apply to GSDSEF -- MUST be included with 2009 *Application for Entrance*

TEACHER PRE-APPROVAL OF PROJECTS

GSDSEF Forms 1 – 5, 2009 have been revised to conform to current standards and laws. Please review them carefully before approving student projects. ANY QUESTIONS REGARDING PROJECT SUITABILITY SHOULD BE ADDRESSED TO PHILIP D GAY – (619) 697-2024, pahlwen@pacbell.net -- PRIOR TO THE STUDENT STARTING EXPERIMENTATION.

- **Science, math and computer teachers/advisors are responsible for determining project suitability.**
- **All projects are subject to Scientific Review Committee (SRC) approval at screening and/or when applications to the GSDSEF are reviewed.**
- **Applications deemed in violation of GSDSEF, CA Education Code or Intel International Science and Engineering Fair (Intel ISEF) rules – or otherwise inappropriate – WILL BE REJECTED.**
- **Projects must be approved by the teacher/advisor BEFORE students begin experimentation**
- **All required forms must be completed and signed BEFORE students begin experimentation.**

Must be Completed for All Projects

GSDSEF-1, 2009 (*Science Project Proposal, Project Description and Pre-Screening Form*)

Must be Completed for Projects Involving Vertebrate Animals

GSDSEF-2, 2009 (*Certification of Humane Treatment of Live Vertebrate Animals*)

Must be Completed for Projects Involving Human Subjects or Interviewees

GSDSEF- 3, 2009 (*Certification of Compliance of Research Involving Humans*)

Must be Completed for Projects Involving

- **Bacteria**
- **Molds or Fungi**
- **Protozoa**
- **Chemicals**
- **Toxic, Corrosive, Mutagenic, Carcinogenic, Teratogenic or Infectious Agents**
- **Venomous Animals**
- **Potentially Hazardous Substances or Devices (anything so labeled or which, if not handled properly, can cause injury)**

GSDSEF- 4, 2009 (Certification of Hazards Control)

Must be Completed for Projects Involving Human or Other Vertebrate Tissue (including Teeth and Hair Roots), Body Fluids, Blood and Blood Products)

SCREENING CHECKLIST FOR TEACHERS

In preparation for screening, the following steps should be taken by the teacher sending projects to the screening fair:

- **Submit lists of entries by project number and containing students'**
 - **names**
 - **grades**
 - **project titles**
 - **proposed categories**
 - **sponsoring teachers**
- **A day in advance of the screening date have students set up projects, including display boards**
 - **project notebooks**
 - **daily logs**
 - **necessary equipment**
 - **all required forms**
 - **Ensure that all forms have been completed and all required signatures are in place**

CHECKLIST -- ENTRANCE APPLICATIONS AND PROCEDURES

Application forms are given to teachers at conclusion of screening. Teachers must:

- set a deadline for students to return these materials to them
- deliver application forms to:
Mary Domb Mikkelson
4558 Aragon Drive
San Diego, CA 92115-4115
Telephone – (619) 265-2698
FAX – (619) 265-1439
E-Mail – gsdsef_mary@pacbell.net
- **BY THE DEADLINE DATE -- 10 DAYS AFTER THE SCREENING DATE OR FEBRUARY 15, 2009 -- WHICHEVER COMES FIRST**
- **Notify Mary Mikkelson if a student withdraws from competition**

Forms with CORRECTABLE deficiencies will be returned to you and must be AMENDED and resubmitted immediately.

You will be notified if the Scientific Review Committee (SRC) needs additional information or a project is deemed unsuitable for admittance to or display at the GSDSEF.

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