

## Forms

### **Required**

- Form 1 – Checklist for Adult Sponsor (Teacher)
- Form 1A – Student Checklist
- Form 1B – Approval Form (Parent)
- Form 3 – Risk Assessment Form

### **Regulated Research Institution**

- Form 1C – RRI/Industrial Setting Information
- Form 2 – Qualified Scientist Form

### **Human Participants**

- Form 4 – Human Participants Approval
- Sample Informed Consent

### **Vertebrate Animals**

- Form 5A – Vertebrate Animal Form for school/home/field
- Form 5B – Vertebrate Animal Form for RRI

### **Potentially Hazardous Biological Agents**

- Form 6A – PHBA Risk Assessment Form
- Form 6B – Human and Vertebrate Animal Tissue

### **Continuation**

- Form 7 – Form required for continuation projects

## How do I complete these forms?

- All of the forms required for each project must be completed at [STEMisphere.org/PRSEF](https://STEMisphere.org/PRSEF)
- Click on each form and complete the required fields
- Use the form instructions, user manual, FAQ document
- Be sure to gather the required signatures

## Purpose of SRC review

PRSEF's Scientific Review Committee (SRC) reviews all projects, research plans and accompanying forms (over 1,000 projects each year) to ensure the following:

- Protect the rights and welfare of the student researcher(s) and human subjects
- Protect the health and well-being of vertebrate animal subjects
- Follow federal regulations governing research
- Use safe laboratory practices
- Address environmental concerns
- Maintain consistency with Regeneron International Science and Engineer Fair requirements

# Common Issues Preventing Approval

More than half of the projects reviewed require further information or corrections before they are approved by the SRC. Common issues include:

- Incomplete research plan
- Bibliography formatting problems
- Approval dates and project start dates
- Lack of detail or conflicting information on forms
- Studies requiring additional review and pre-approval (Potentially Hazardous Biological Agents, Human Participants, Vertebrate Animals, Hazardous Chemicals, Activities or Devices) are missing forms

# What if I need more help?

- Check the form instructions, user manual, FAQ document at [STEMisphere.org/PRSEF](https://STEMisphere.org/PRSEF)
- Read the Guide to the Scientific Review at [www.PittsburghScienceFair.org](http://www.PittsburghScienceFair.org)
- Email [PRSEF@CarnegieScienceCenter.org](mailto:PRSEF@CarnegieScienceCenter.org)