



Dear Fair Participant and Parent:

Congratulations on advancing to the 55th Northeast Indiana Regional Science and Engineering Fair! We look forward to your visit to the IPFW campus and hope that you have a positive educational experience. We would like to bring your attention to the following items:

- **Be Aware! Display Rule Violations Require Display Alterations:** Projects that do not follow the Regional Display Rules will result in a student or parent being asked to remove an item or alter the display to comply with rules. **PLEASE help us avoid situations that are distressful for your student by reviewing the enclosed Display Rules or viewing them at the Regional Fair website:** www.ipfw.edu/scifair/DisplayRules.htm Regional Display Rules are established in compliance with the International Science and Engineering Fair. These rules are also designed to protect ALL student projects from accidents (ex. spilling liquid) and from anyone who might be inclined to explore potentially harmful items on the display. Student projects are unsupervised during the public display time and small, loose items that could be removed from the display and cause choking, spilling, or other accidents are prohibited.
- **Display Inspections:** A Display Inspection List, Media Consent and Release Form and other items will be at the student's display location. The Display List includes directions for parents to review and check off any questionable items in preparation for the volunteer who will inspect your student's display between **4-5:30 PM on Friday, 3/19** or between **7:45 - 8:30 AM on Saturday**. The Inspector will collect the display card and your media form. **For both Friday and Saturday display set up, the student and the adult with them (for elementary and junior students) MUST WAIT UNTIL INSPECTION IS COMPLETE BEFORE LEAVING.**
- **Judging:** Judging takes place between 9:00 a.m. and noon. Students remain at their display except when directed otherwise for a break or early release. Parents may sit in the bleachers to wait. Each project will be visited by one grade level judge or judge panel. Some displays may be visited more often as certain projects are eligible for Special Awards sponsored by local organizations, such as an engineering project visited by both the grade level judge(s) and a judge representing the engineering organization. ***It is important that students are aware that projects visited by one panel of judges are not less important than projects visited by multiple judges. Also, projects visited by multiple judges are not guaranteed an award. In addition, some students could remain longer for judging because they have a larger grade level participation or they are needed for special award judging.*** Judges will attempt to visit student displays in an efficient, yet thorough manner to ensure fair judging. **NOTE:** Score sheets are not released to students.
- **Break:** There will be a morning break between 10:30-11:00 when students will be released in intervals by grade to visit the restroom, speak to their parents, or just get up and stretch. Due to construction, available restrooms are in the lobby or on the lower level in the locker rooms. To allow time for restroom visits with a parent (elementary grades), there will be a staggered break time. There may be grades released before the break (possibly Kindergarten) if judging is complete. All students who have completed the judging process by the break time will be released to parents. Procedures for this release will be explained during the Opening Ceremonies.
- **Children at Displays:** Once a student's display has been inspected and approved, they do not have to be at their display until 8:45 AM. It is acceptable for them to read a book, draw, and talk to friends to help pass the time while they are waiting for their judge interview. **Children using an electronic communication device are prohibited from sending inappropriate messages to friends. These messages can sometimes be seen by younger children and reported to parents or Fair officials. If a student is detected sending inappropriate messages, their electronic device will be removed and held at the information table.**
- **Food:** See the Fair website for further information regarding concessions at a later date. The fair website www.ipfw.edu/scifair/ includes a link to *Fair Date Details*, adding updates as needed.

On behalf of the entire IPFW NEIRSEF Committee, I would like to thank you for participating in the Regional Fair and wish each of your students the best of luck!

Best Regards,

Carol Dostal
NEIRSEF Director