

**Update: Feb. 27, 2014**

Hello Regional Fair Teachers:

In this update:

1. Registration Deadline Reminder
2. Fair Day Details: including letter to parent and other related items
3. Registration Process

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1. **Fair Registration deadline** : **March 7, 2014, 5:00 PM for all divisions.** You may register students now until that time. Registration takes place on the SEFI website (Science Education Foundation of Indiana): [www.sefireg.org](http://www.sefireg.org)

If you have questions about the registration process after reading this update, please contact the Fair Program Assistant, Caryl Spira (see email below) who can assist you.

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2. **Fair Date Details for the Regional Fair are found on the Regional Fair website:** [www.ipfw.edu/scifair](http://www.ipfw.edu/scifair)

**PLEASE MAKE SURE YOUR PARENTS HAVE THE FAIR DATE DETAILS AS WE DO NOT SEND IT TO THEM DIRECTLY. WE RELY ON THE TEACHERS/SCHOOLS TO PROVIDE THE FAIR WEBSITE LINK OR A PAPER COPY OF THESE DOCUMENTS.**

**Check under Fair Date Details which can be found in the menu across the top of the home page:** You will find: Letter to Parents, Regional Fair Schedule, Display Rules for all divisions, Student Information/Media Consent Form, Junior/Senior Division Advancement Form, Fair Entry fee and where to send the fee, location and dates for the Indiana State Fair and the Intel International Science and Engineering Fair

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3. **Summary of the Registration Process**

Registration for the Regional Fair takes place on the Science Education Foundation of Indiana (SEFI) website: [www.sefireg.org](http://www.sefireg.org)

**SEFI registration site: ALL Teachers must be registered with SEFI** before they gain access to enter the student names and projects for those who have advanced from their local school fairs. Many of you have already done this step and have also been putting students into the system (thank you). Teachers who have not done this step may register themselves at the same site (SEFI) where you will be registering your students. [www.sefireg.org](http://www.sefireg.org)

Teachers who have previously set up an account will log in using your email and password. New Teachers should complete the registration process and will be emailed a password.

**Elementary Division (K-5th grade)**

**K-5th Division = 5 projects may advance from your fair.**

**K-6 schools: 5 projects for grade K-5 and 2 projects for grade 6 may advance from you fair.**

NOTE: Grade 6 students must follow procedures for the junior division so please see the junior division registration link for more information regarding those students.

**Team Projects:** A team project may have up to 3 students but it counts as one project advancing to the regional fair and, therefore, only one \$10 registration fee is required. When registering a team, enter all team member names and then use the Group Project Wizard to complete the process.

**For further details explaining the elementary registration process before you actually register on the SEFI website, you may go to the our Regional Fair website and see the menu on the left side of the home page under Student Resources for Grades K-5 Registration Information.** [www.ipfw.edu/scifair](http://www.ipfw.edu/scifair)

**\*\*Please note: elementary students (K-5) do not need to have an abstract for their project.**

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**Junior Division (grades 6th -8th grade)= 5 projects may advance from your school or from these grades if you are in a K-8 school.**

**K-6th grade schools: 2 projects may advance for grade 6** (see above under elementary where it says you may also advance 5 for the lower grades K-5)

**Senior Division: Grades 9-12th=15 projects may advance from each high school**

**Team Projects:** A team project may have up to 3 students but it counts as one project for the regional fair and, therefore, only one \$10 registration fee. When registering a team, enter all team member names then use the Group Project Wizard to complete the process.

**For further details explaining the junior and senior division registration process before you actually register on the SEFI website, you may go to the our Regional Fair website and see the menu on the left side of the home page under Student Resources for Grades 6-12th. Registration Information. [www.ipfw.edu/scifair](http://www.ipfw.edu/scifair)**

**Please contact either of us if you have other questions or concerns!**

Carol Dostal  
NEIRSEF Director  
[dostalc@ipfw.edu](mailto:dostalc@ipfw.edu)  
481-6905  
and  
Caryl Spira  
NEIRSEF Program Assistant  
[spirac@ipfw.edu](mailto:spirac@ipfw.edu)  
481-5756