## REQUIRED Forms for ALL Projects

- **2019-20 ISEF Forms Submitted**
  - □ Resubmit on 2019-20 forms
  - □ Copies of ISEF forms submitted

- **FCS Application**
  - □ Form missing

- **GSEF Participation Agreement and Liability Waiver**
  - □ Form Missing

- **Abstract**
  - □ Form missing
  - □ Not submitted on proper abstract form; must be submitted on GSEF/ISEF form
  - □ Incomplete

- **Checklist for Adult Sponsor - date signed___________**
  - □ Form missing
  - □ Missing items: 1 2 3 4 5 6
  - □ Signature missing
  - □ Missing date / conflict (must be signed BEFORE experimentation)
  - □ Missing phone number / email

- **Student Checklist (1A): start__________/end___________**
  - □ Form missing
  - □ Missing information: 1 2 3 4 5 6 7 8
  - □ Item 7 missing: start / end date
  - □ Item 8 missing location
  - □ Item 9 missing information

- **Research Plan / Project Summary**
  - □ Plan missing
  - □ Incomplete
  - □ Bibliography missing

- **Approval Form (1B) for All Team Members - date signed___________**
  - □ Form missing
  - □ Signature(s) missing student / parent
  - □ Date(s) missing / conflict: student / parent
  - □ Item 2 SRC approval: signature / date / conflict BEFORE experimentation
  - □ Missing for team members:

## Forms that MAY be required for some projects

- **Risk Assessment Form (3) – required for those with potential hazards**
  - □ Form necessary
  - □ Incomplete
  - □ Signature missing
  - □ Date missing / conflict (must be signed BEFORE experimentation)

- **Regulated Research Institutional/Industrial Setting Form (IC)**
  - □ Form necessary
  - □ Incomplete
  - □ Signature missing
  - □ Date missing / conflict – should be signed AFTER experimentation

- **Qualified Scientist Form (2)**
  - □ Form necessary
  - □ Incomplete
  - □ Signature missing
  - □ Date missing / conflict (must be signed BEFORE exp)

- **Human Subject Form (4)**
  - □ Form necessary
  - □ Incomplete
  - □ Signature(s) missing
  - □ Date(s) missing / conflict (must be signed BEFORE exp)
  - □ Human Informed Consent Form(s) necessary, but not present

- **Vertebrate Animal Form (5A)**
  - □ Form necessary
  - □ Incomplete
  - □ Signature(s) missing
  - □ Date(s) missing / conflict (must be signed BEFORE exp)

- **Vertebrate Animal Form (5B)**
  - □ Form necessary
  - □ Incomplete
  - □ Signature(s) missing
  - □ Date(s) missing / conflict (must be signed BEFORE exp)

- **Potentially Hazardous Biological Agents Risk Assessment Form (6A)**
  - □ Form necessary
  - □ Incomplete
  - □ Signature(s) missing
  - □ Date(s) missing / conflict (must be signed BEFORE exp)

- **Human and Vertebrate Animal Tissue Form (6B)**
  - □ Form necessary
  - □ Incomplete
  - □ Signature(s) missing
  - □ Date(s) missing / conflict (must be signed BEFORE exp)

- **Continuation Projects Form (7)**
  - □ Form necessary
  - □ Missing prior year's abstract and research plan

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**Action Items (Address any indicated issues)**

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