**Suggested Science Fair Timeline for Schools**

(Dates are suggestions only, except the DMRSEF Registration Deadline)

***Rules and Guidelines must be downloaded, and many completed, PRIOR to experimentation:*** <https://clas.ucdenver.edu/denversciencefair/forms-rules>

 ***Please check our website for forms***: <https://clas.ucdenver.edu/denversciencefair/>

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| **DUE DATE** | **SCIENCE FAIR REQUIREMENTS (Give to teacher)** | **PAPERWORK REQUIRED FOR COMPETITION (Upload for DMRSEF Registration)** |
| Sept. 14 | Project Ideas Due  | Completed **Form 1B** due with Parent and Student signatures. Dates must be PRIOR to experimentation. |
| Sept. 28 | Background Information/Bibliography Due | Complete **Form 1** with Adult Sponsor (may be parent or teacher). Ensure no conflict of interests (e.g., SRC/IRB members CANNOT be the Adult Sponsor, Qualified Scientist, or Designated Supervisor for a project). Correct checkboxes should be checked, signature, email/phone, and date should be completed PRIOR to experimentation. |
| Oct. 1 | Hypothesis |  |
| Oct. 5 | Experiment Design/Methods Due (rough draft). Email SRC/IRB questions to DMRSEF for clarification of what can be approved or what paperwork is required. | Complete **Form 3** with Adult Sponsor, Designated Supervisor, or Qualified Scientist (QS). Ensure all blanks have an appropriate response (Note: N/A and none are allowed only for #4 of the form). Date must be PRIOR to experimentation. If project requires QS, then complete Form 2 at this time. Signatures and dates must be PRIOR to experimentation. |
| Oct. 12 | Experiment Design/Methods Due (final copy) and submit to SRC/IRB for review (NOTE: most projects have to be reviewed 2-3 times before being approved). | Complete **Form 1A** and **Research Plan** for competition. Make sure experiment start and end dates are for data collection only. Must have end date prior to competing at DMRSEF. If project is human research, complete Human Informed Consent for review by SRC/IRB (see below). |
| Oct. 15-18 | The school’s SRC/IRB members review and approve projects with the student researcher. | Have school SRC/IRB sign appropriate paperwork (e.g., Form 1B and/or Form 4). Dates must be PRIOR to experimentation. SRC/IRB members **cannot** be a parent of the student researcher. |
| Oct. 19 to Nov. 16 | Data Collection and Data Analysis |  |
| Nov. 19 | Majority of experiments should be completed by this date. |  |
| Nov 30 toJan. 18 | Registration open for DMRSEF | Complete DMRSEF registration |
| Nov. 30 | Final Report Due (rough draft) | Begin to register at DMRSEF for competition |
| Dec. 7 | Final Report Due (final draft) |  |
| Dec. 14 | Display Boards Due. Compete at School/District Science Fair |  |
| Jan. 16toFeb. 15 | Check email for SRC corrections (hopefully none) and improve display board (if needed) |  |
| Feb. 15 - 17 | Compete at DMRSEF |  |

