

Application Packet A – Human Participants/Volunteers

Application deadline December 4, 2016

1. Check the Human Participant Rules at this [link](#) ***In addition SACSEF does not allow any eating, tasting or drinking experimentation using human volunteers – HOWEVER the only volunteers may be the student researcher(s) themselves.**

2. This application requires safety approval for physical and mental safety by SACSAP's IRB (Institutional Review Board) BEFORE experimentation can begin! Failure to get pre-approval will result in an immediate denial of application approval for competition.

3. Directions:

a. Ask your science teacher or if home schooled your parent (the Adult Sponsor) to register as a teacher at <https://acsef.zfairs.com> BEFORE you attempt to register as a student.

b. Register as a participant & ask a parent to be present for registration fee payment questions online at <https://acsef.zfairs.com> BEFORE printing and completing the application packet. You will need the project ID number for the application. REMEMBER YOUR USER ID AND PASSWORD!! We highly suggest you do not use school email addresses because they tend to block our main means of communication from zfairs.com or Gmail.

c. EACH member of a team must use the same project ID number. We suggest you sit together at a computer and take care of registration OR communicate the project ID.

d. Print the application packet.

If you are on a team be sure to print additional copies of Form 1B, Student Permission/Hold Harmless, and Media Release. EACH member of a team needs these completed & signed by his/her own parent/guardian.

e. Complete the application packet in Blue or Black ink pen or by typing.

Be sure to include your typed procedure and materials list after page 3.

f. After completing the application packet put all pages in order INCLUDING your typed procedure & materials list:

1. SCAN all pages as ONE MULTI PAGE DOCUMENT. **Do not upload individual pages of the application.**

2. Save in PDF format *this is the only format that is accepted on the upload site

3. Log into your dashboard at <https://acsef.zfairs.com>.

g. UPLOAD the pdf. If you are on a team – this only needs to be done by ONE member of the team

h. WAIT for pre-approval. This is done by committee of humans who must read each page and insure that all signatures, dates and pertinent information is present.

Check your <https://acsef.zfairs.com> dashboard a minimum of 7 days after uploading to determine if pre-approval has been granted.

An email will also be sent from SCIENCEFAIRNOREPLY@ZFAIRS.COM & alamedacountysef@gmail.com

Be sure to set your inbox to receive emails from the fair through this email address.