



Notice to Participants

Congratulations on earning a place at the Delaware Valley Science Fair! Here are some very important items you will need to do in order to participate in the fair. Please read them carefully and ask a DVSF staff member or volunteer if you have any questions. Best of luck to you!

Tuesday - Set Up Day

- Be sure to **set up your project in the proper location**. Double check to make sure the number on your folder matches the table sign for your project. This will put you in the proper grade level and category, making it easy for the judges to find you. If you need help, you can use the maps located throughout the exhibit hall or ask a Display and Safety (D&S) Committee member for guidance. They wear blue jackets with the DVSF logo on the back.
- **DVSF cannot provide you with copies of your abstract, form 1C or form 7**. You must bring your own copy/copies. DVSF cannot print them from STEM Wizard or make copies for you!
- Once your display is ready, **complete the two half-sheet forms** in your student folder.
 - You should have received the Fair Schedule and Check-In Procedures Sheet from your regional fair. This lists what is and is not acceptable for display. If you have any questions, please ask a staff member for assistance.
 - Complete the **red Property Removal Pass**. Be sure to list any electronics that you may be bringing to the fair on judging day (laptop, iPad, etc.). D&S will review and sign it.
 - Write your name and project number on the **yellow Display Approval Form**. The D&S will complete the rest of the form and sign it after checking your display.
- After you have set up your display and filled out the two forms, you must have a member of our **Display and Safety (D&S) Committee review and complete your check-in**. They will sign off that your project is ready for judging on Wednesday.
- You may want to leave the red Property Pass and green 5-minute break card with your project. You will need them on Wednesday.
- After D&S signs your forms you are finished. Be sure to **take your badge with you!** You will need it to enter the exhibit hall for judging. ***Having a copy on your phone is not acceptable - do not lose your badge!***

Wednesday - Judging Day

- **DVSF will not provide any food/snacks** for the students. You may bring your own or purchase from the Expo Center vendor if they are open. Please be careful with food and drinks in the exhibit area.
- **Wear your badge as you enter the exhibit hall**. Volunteers will be monitoring the entrance and will expect to see your badge. Make sure it is clearly visible. They will not let you in without it.
- **Silence your cell phones** if you have one. This is an interview process. Cell phones are a major distraction to students and judges. Please be considerate of others.
- If you need to contact your teacher or parent, please see your grade level Fair Coordinator for assistance. They are located in the center aisle of your area.
- You should **stay at your project at all times**. Do not leave any personal items unattended. If you need to leave for a few minutes, use the green "Be Back in 5 Minutes". Keep in mind there are many category and special awards judges which means you may be interviewed at any time and more than once. Do not wander and miss the opportunity to talk with judges!
- A College Fair is part of this year's fair. College and Universities will have tables around the perimeter of the exhibit hall. The College Fair starts runs from 2:30-4:30. As noted above, if you leave your project for a few

minutes, use the green "Be Back in 5 Minutes". Keep in mind some category and special awards judges continue to circulate until 4:00.

- **You will be dismissed when all judging is completed** (approximately 4:30 pm). If you leave early, you will not be eligible for any awards. Exceptions will only be granted for those that have prior written permission from the Fair Director.
- When you are dismissed, **you must take your project and display items with you.** There will be several exits available to you and security will be checking the red Property Removal Passes as you leave. Please have it in hand as you leave.
- Do not destroy or throw away your display if you are an award winner. Many special awards organizations invite their winners to share their work at a meeting/luncheon/dinner later in the spring.
- **The list of winners will be posted on the DVSF website** (www.dvsf.org) when judging is completed. If your name is on the list, you should attend the Awards Ceremony on Thursday, April 4th starting at 5:30 PM. The ceremony takes place in Exhibit Hall D, next to the lobby area. Family and friends are invited to attend. If you cannot attend the ceremony, please have someone pick up your awards at the end of the evening. This will help avoid any delays or postage expenses from mailing them to you later.