

2024 Montreal Regional Science & Technology Fair

SCHOOL and EXHIBITOR CHECKLIST & INFORMATION

Fair Date & Location March 24-26, 2024 Laval Senior Academy 3200 Boulevard du Souvenir Ouest Laval, Québec H7V 1W9	Websites technoscience.ca
	Mailing Address for Documents: St George's School of Montreal Attention: Paige Fairlie Mailing address: 3100 The Boulevard Montreal (Québec) H3Y 1R9 CHEQUES TO BE MADE OUT TO: Educational Alliance for Science and Technology

Important Deadlines

Exhibitor online registration	February 24, 2024 (midnight) Registration Information: https://technoscience.ca/en/expo-sciences/registration/participant/ Click register!
Teacher to ensure delivery of school and project packages	February 28, 2024

Contact Information

MRSTF Coordinator: mrstfcoordinator@sciencetech.ca (Paige Fairlie)
MRSTF Chief Judge: mrstfchiefjudge@sciencetech.ca

IMPORTANT NOTES:

- Schools that host local fairs are allowed a maximum of ten (10) projects.
- Schools that do not host local fairs are allowed a maximum of five (5) projects.
- For those schools with a student population greater than 800 students, please contact the MRSTF Coordinator to discuss project maximums.
- Should conditions require it, we will move to a virtual-only event. All provincial sanitary measures in effect at the time of the MRSTF will be followed.
- Registration may be capped when the number of registrations meets our space capacity. If this total is reached prior to the registration deadline, registration will close.
- If at the close of registration (February 24th) there is still space for more projects, the MRSTF Coordinator will be in touch with all schools who indicate they would like to send additional projects.

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Teacher's Checklist

VERY IMPORTANT – RULES AND ETHICS APPROVAL PROCESS BEFORE PROJECT RESEARCH BEGINS

1) Review the project rules [found on this site](#)

2) **Ensure Ethics Process has been completed at the start of the project**, it is very important for each student to go through [the Ethics requirements survey](#). On the website, there is a quick 2 minute survey to determine whether ethics approval is required. Please note that surveys do require ethics approval. If a student has not gone through ethics approval (when required), they may become ineligible for awards and participation at upper level fairs. Before your student completes their project, please have them complete the survey at the following website: <https://approbation.technoscience.ca>

PROJECT REGISTRATION:

1) **Please complete the School registration (page 6) & Student Upper Level Fair availability form (page 7):**

Please complete **page 6 (1 per school) & page 7 (one per project)** at the end of this document *with teacher/principal signatures*

Please also complete the following form for information about contacts during the event: jp/mrstf2022

2) **School payment** for all projects registered and t-shirts, as per the number of projects. **Please make cheque payable to "Educational Alliance for Science & Technology"**.

3) **Complete project registration process** for each project on the **Zoho Form**. Please set aside 30 minutes of time per student to do this.

Each project registration must be completed on [Zoho, the provincial registration platform](#). To do this, exhibitors (students) will require the teacher-in-charge's email address when registering their project (and, if a two-person team, their partner's email address). This is not necessarily the same as the student's science teacher. Please provide the teacher-in-charge's email address in the registration process.

4) **The teacher should submit the following for each project to the MRSTF Coordinator:**

- a. For **each exhibitor**, the signature page from the online registration system; (if a duo-person project, you should have two pages)
- b. When applicable, a copy of the certificate of [ethics approval from the ethics committee](#) of the Réseau Technoscience, (refer to page 1). Note: If the project receives ethics approval from a recognized institution, the project must still be submitted to the Réseau Technoscience ethics committee for certification.
- c. When applicable (if this is the 2nd year of a project), it requires that an abstract be submitted. Please complete the form requested on this site ["Project – Second Year Form"](#);
- d. **If the judging is done in person**, we will require six (6) hard copies of the complete 2021 project report (title page, report, appendices, etc.). Please use a simple staple at the top left-side corner. **Note: Folders and plastic covers are discarded. If the judging is done virtually, we will not require hard copies.**
- e. One signed MRSTF Upper Level Fair Eligibility form (page 6 of this document). Please note that any student who indicates that they are not available will not be selected to attend as part of the awards ceremony.

IMPORTANT NOTES:

- When applicable, the forms must be uploaded on the SGI registration site: <https://technoscience.ca/en/expo-sciences/registration/participant/>
- **ETHICS APPROVAL** must be completed online. There is no longer a paper form available. Once ethics approval certificate is received, it must be uploaded to the student's Zoho Registration
- Students should save documents as PDFs before attaching it/them in the online system and they should keep a copy of all project documents.
- All printed documents must be submitted to the **MRSTF Coordinator** (see mailing address above).

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5) RECRUITMENT OF JUDGES

Schools are requested to help us find Regional Judges for the Montreal Regional event

- Schools entering 7 or more projects must help recruit at least 6 judges
- Schools entering 4 to 6 projects must help recruit at least 4 judges
- Schools entering up to 3 project(s) must help recruit at least 2 judges

Judging Day: Monday, March 25th 2024 (AM)**

** Judging may take place virtually on Zoom. More details will be provided closer to the event.

Judges Registration Link: <https://technoscience.ca/en/expo-sciences/registration/judge/>

Deadline to register as a judge: March 18th, 2024

6) Chaperones – for provincial and other higher level fairs

The school of a student's project selected next-level fair (provincial, national and/or international) will assist in finding a chaperone for the delegation. We will need adults to be our regional's chaperone at upper level fairs (provincial and international). The school of each selected project will contribute 50\$ as part of an honorarium. Virtual events require chaperones but will not require a fee.

7) School Visits During Public Viewing Hours

Assuming Sanitary Measures permit, school visits are encouraged during the hours open to the public on Tuesday March 26th. Contact the MRSTF Coordinator to plan your school trip today!

8) QUESTIONS?

Visit our website: www.sciencetech.ca

For rules and forms please visit the provincial website (Technoscience):

<https://technoscience.ca/en/expo-sciences/tools-and-rules/rules/>

Please feel free to contact the MRSTF Coordinator for any questions on the registration process or upper level fairs.

MRSTF Coordinator, Paige Fairlie: mrstfcoordinator@sciencetech.ca (all questions related to registration)

ISEF Coordinator, Raffaaf Ghanem: raffaaf@sciencetech.ca

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Information for STUDENT EXHIBITORS

Important:

- Exhibitors will be given and asked to wear their **mandatory MRSTF t-shirts** so that we can clearly identify them while onsite for safety and security reasons. Students will also need to wear masks (as per covid guidelines in place)
- Commitment: All exhibitors are **expected to be present at all parts of the event** (refer to the [Science Fair Rules](#)). Failure to respect may result in disqualification by the Regional judging committee.
- A boxed lunch on the Tuesday will be provided during the MRSTF. Exhibitors and chaperones must bring or buy their lunch/dinner. More details will follow on lunches closer to the event.
- **Ethics Statement** – *Scientific integrity is important at any level of research or competitions. Plagiarism, use or presentation of other researcher’s work as one’s own and fabrication or fabrication of data will not be tolerated. Fraudulent projects will fail to qualify for competition at the regional fair or other higher-level fairs.*
* If there is suspicion of plagiarism, the project will be verified through a software. [Science Fair Rules](#).
- The use of tobacco products, alcoholic beverages and/or other drugs is prohibited.
- Be respectful and considerate of others at all times. Remember, you have been selected to represent your school. Make all those at your school proud of your behaviour. Be friendly and courteous at all times. Make a special effort to make new friends. Be especially polite when listening to keynote speakers, as it is often very difficult to hear when the entire MRSTF convention assembles. The same applies to the awards ceremonies.
- Project Report: The template for the report may be found online here <https://technoscience.ca/en/expo-sciences/tools-and-rules/outils-pour-les-participants/> Please print from the submitted online version without modification. **Regional winners who proceed to the next level fair will not be able to modify their project report – the one submitted online at the regional will automatically be transferred to the provincial committee.** Please respect the project report rules.

Project Types

Effective 2005, the Montreal Regional Science & Technology Fair accepts only certain project types from a particular grade level. This was modified due to covid in 2021. See table below. More information is also found on the technoscience.ca website

	Level	Experimentation	Design	Study
College 2	1st to 3rd year of a technical program, or 3rd year of a Double Dec programs	Yes	Yes	Yes
College 1	1st and 2nd year of a pre-university program	Yes	Yes	Yes
Senior	Sec 4 and 5	Yes	Yes	YES*
Intermediate	Sec 2 and 3	Yes	Yes	YES*
Junior	Sec 1	Yes	Yes	YES*

OPPORTUNITY: REGENERON ISEF (INTERNATIONAL EVENT)

Do you have an excellent project idea? Are you interested in going to the United States to compete at the Regeneron International Science & Engineering Fair? (COVID & travel restrictions permitting) Would you like a chance at the \$75,000 USD top prize? If so, we encourage you to visit our website at www.sciencetech.ca for more information. Full details on the international rules are available on the [Regeneron ISEF site](#).

IMPORTANT: If you are interested you must contact our ISEF Coordinator. There is no obligation to apply, but please contact Raffaaf Ghanem ASAP to express your interest (raffaaf@sciencetech.ca):

- **December 15, 2023** is the **first deadline** for submitting ISEF proposals and required forms to the MRSTF SRC for projects that require approval before experimentation begins.

- **February 16, 2024** is the **second and final deadline** for submitting ISEF proposals to SRC for projects that require approval before experimentation begins.

Experimental projects must apply ahead of the Montreal Regional Event. Design projects can be selected without prior approval under some circumstances.

REGENERON ISEF CONTINUED

Potential ISEF projects, that need approval before experimentation begins, cannot be considered for ISEF if they do not meet the final February deadline

Contact Raffaaf Ghanem (raffaaf@sciencetech.ca), SRC Chairperson, for questions or to submit your project.

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SCHOOL REGISTRATION and PAYMENT

<p>INSTRUCTIONS: Please remember to visit http://sciencetech.ca (MRSTF) to complete all the required steps and complete the online form: chaperone name and local fair statistics bit.ly/mrstf2024</p> <p>Please return this sheet with your school registration package, including your check, and your Exhibitors' exhibit registration packages.</p>	<p>DELIVER OR MAIL TO:</p> <p>Mailing Address St George's School of Montreal Attention: Paige Fairlie 3100 The Boulevard Montreal (Québec) H3Y 1R9</p>
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School:
Principal:
Email:
Emergency Number:

Contact Person (Teacher-in-Charge)
Name:
Email:
Mobile Number:

Solo-Exhibitor Projects:	x \$120 =	
Two-Exhibitor Projects:	x \$125 =	
Extra T-shirts Needed:	x \$15 =	
Non-membership school fee per project**:	x \$200 =	
	Total =	

** For projects coming from schools that are **not** from one of the following sponsored school boards or associations, **EMSB, LBPSB, SWLSB, or QAIS** schools, there is an additional **mandatory E.A.S.T. non-membership fee of \$200 per project** payable upon project submission and registration.

IMPORTANT NOTES:

1. Check must be made Payable to "EAST" or "Educational Alliance for Science & Technology"
2. T-Shirts are mandatory and automatically included in the pricing. Exhibitors will pick up their sizes on site.
3. A late penalty of \$20 dollars (CDN) will be levied to each INCOMPLETE project (solo: \$90+\$20 or duo: \$100+\$20) submitted by a school past the due date. In special circumstances, the MRSTF may waive the penalty policy if advance arrangements – and in writing – are made with the MRSTF Coordinator (Paige Fairlie).
4. Schools hosting a local science fair are allowed a maximum of 10 projects; schools without local science fairs are allowed a maximum of 5 projects. In both cases, a minimum number of regional judges must be recruited by the school (see page 2).
5. There are additional fees charged for any student selected to attend the upper level fairs (Provincials, Canada-Wide, International Events). It is expected that the school of a next-level fair participant – in conjunction with the guardians – will contribute to these registration fees: **Provincials:** \$500 CDN per Exhibitor, **Canada-Wide:** \$1000 CDN per Exhibitor and **Regeneron ISEF (International):** Approx. \$1400 CDN per Exhibitor if in-person, less if participation is virtual – virtual amount TBD. For any **in-person event**, there is a chaperone fee (50\$) which is to help subsidize the costs of the chaperone.
6. The school of a selected next-level fair participant (provincial, national and international) will assist in finding a chaperone for the delegation. An honorarium and substitution for the teacher will be provided by EAST.
7. **A chaperone may be any person designated by the institution to be a legal agent of that institution. S/he is responsible for all persons from that institution.**

Please **check one** of the following:

- We, the undersigned, attest that our school **held** a local Science Fair on (date) _____ and have selected our school projects according to the [evaluation criteria used at the MRSTF \(click on this link for the local forms\)](#).
- We, the undersigned, attest to the fact that our school **did not** hold a local Science Fair in this academic year but the individual projects have been evaluated according to the [criteria used in the MRSTF](#).

Signature of Principal:		Date:
Signature of Contact Person:		Date:

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EXHIBITOR UPPER FAIR ELIGIBILITY FORM

Please type or print

School:	Project Title:
Exhibitor #1 Name	Exhibitor #2 Name (if Applicable)

Fair	Date	Location	Exhibitor #1 Available?		Exhibitor #2 Available?		Waiver* is required?
			Yes	No	Yes	No	Yes
Super Expo-sciences (Provincial Event)	April 19-21, 2024	Cegep de Vieux Montréal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Canada-wide Science Fair (CWSF)	May 25-31, 2024	Ottawa, Ontario	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
International Science & Engineering Fair (ISEF)	May 11-17, 2024	Los Angeles, California, USA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* In duo-person projects: a waiver is required if a duo-person project is selected to move to a higher level fair, but only one person is available to attend. It allows the partner to continue as a solo project. The unavailable partner relinquishes acknowledgement on all work and concedes future awards so that his/her partner may continue. Contact the [MRSTF Coordinator](#) for a waiver form.

For international fair, I have a valid passport for May 2024: Exhibitor #1: <input type="checkbox"/> Yes <input type="checkbox"/> No Exhibitor #2: <input type="checkbox"/> Yes <input type="checkbox"/> No

I/We have read the official *Science Fair Rules* and the specific "Rules to the Montreal Regional Science & Technology Fair" information. I/We confirm that the exhibit conforms to the rules established.

I/We acknowledge that should my/our exhibit be selected to the next level fairs that I/we may be required to adjust our booth to conform to the next level fair's standards.

I/We acknowledge that should my/our exhibit be selected to the next level fairs that we are available to attend the event in full, on the said dates and, if required, are able to reside at night with the delegation. I/We have verified the dates are not in conflict with other activities and religious observations.

I/We acknowledge that if we are selected for the ISEF competition that we *may* relinquish our rights to be selected to the Super Expo-sciences Hydro-Québec and the Canada-wide Science Fair.

I/We understand that photos and video will be taken throughout this event. I/We consent to having these event-related

photographic or video images, in which I (the exhibitor) may appear, *including my voice*, to be used for the sole purpose of promoting the event, either by EAST and/or its event partner, Sir Wilfrid Laurier School Board, as well as the event's prize and award sponsors.

If selected for an upper fair:

I/we will work with our/our child's school to partially pay the provincial, national or international registration & other fees. (see School Registration and payment form for fees – p. 6). Please note that EAST subsidizes the remainder of the costs.

I/we will work with our/child's school to ensure that a responsible person is available to chaperone our region's delegation.

I/we authorize the Educational Alliance for Science & Technology (EAST), a non-profit, volunteer-based organization and governing body for the regional science fair, to place our email addresses on a distribution list for event related updates and information.

Exhibitor #1 Signature	Exhibitor #2 Signature
Guardian #1 Signature (if Exhibitor #1 is a minor)	Guardian #2 Signature (if Exhibitor #2 is a minor)
Date	Date