

# 2020 Northern Virginia Regional Science and Engineering Fair

## Online Registration Instructions

1. Go to [www.apsva.us/science/regional-science-fair](http://www.apsva.us/science/regional-science-fair).
2. Near the top of the page is the heading, "Project Registration." Click on the name of your school to access the entry form.
3. If you are part of a TEAM project, see the special instructions below.

### Registration Reminders:

- **Deadline:** Online registration is open for a limited period. The due date for your school is noted at the top of this page. After this date you will no longer be able to complete the online registration.
- **Submission:** Once you submit your entry, you may not make corrections. To leave your entry before completing it, simply cancel out of the window. You may return to register again within the time period allowed for your school.
- **Abstract:** You will be asked to submit an abstract of no more than 250 words. Any text over 250 words will not be included! It is suggested that you type your abstract in a word processing document first, then edit and check for spelling. Once complete, copy and paste the abstract into the online entry form. Judges will be sent student abstracts before the Fair. Abstracts will be published **exactly** as entered.
- **Check Registration Form:** The Science Office will make no changes to your registration entry form or to your abstract. Please check all names, spelling, and grammar before submitting. Any mistakes will be included in your project entry information, the listing of projects, and the official abstracts posted online for the judges.

### TEAM Projects

- **EACH MEMBER OF A TEAM MUST REGISTER SEPARATELY** or the entire entry will be disqualified.
- **Team Leader: ONE STUDENT in each team must register as the TEAM LEADER.** You will be asked for your role on the team (Leader or Participant), and this determines what information you will enter. Please check the names of your team members (and the correct spelling!) before registering online.
- The Team Leader is responsible for entering all of the project information, **including the project title, subject category, and abstract**. Other team members will not be required to enter this information.