



## Austin Energy Regional Science Festival 2017 STUDENT CHECKLIST – ELEMENTARY DIVISION

**Welcome and congratulations! Please use this checklist to help complete the registration and check-in process for the Austin Energy Regional Science Festival.**

- COMPLETE THE FOLLOWING BEFORE WEDNESDAY, FEBRUARY 1, 2017. Your teacher will need this information by February 2. Follow your teacher's instructions
- Complete an Austin Energy Code of Conduct/Media Release Form.
- Complete an Elementary Project Research Form.
- Submit the following forms to your teacher by WEDNESDAY, February 1, 2017:
  - the original signed Austin Energy Code of Conduct/Media Release Form
  - a copy of your Elementary Project Research Form
- Check with your teacher to be sure registration of your school has been completed by the 5:00 p.m., Thursday, February 2, 2017 deadline.

### **Friday, February 17, 2017**

- Check-in at Palmer Events Center\*, 900 Barton Springs Road, South Lobby, 2:00 p.m. – 7:00 p.m.
- Clear Registration, Display & Safety, and set-up

### **Saturday, February 18, 2017**

- Please be at your project 15 minutes before judging. Judging begins at 8:30 a.m. for grades 5–6 and 11:00 a.m. for grades 3–4.
- If possible, attend the awards ceremony, 3:00 p.m. – 4:30 p.m. to celebrate your achievements and the accomplishments of other Central Texas students.
- Dismantle projects between 4:30 p.m. – 5:00 p.m. Projects not picked up by 5:00 p.m. on Saturday, February 18 will be discarded.

\* Parking will be free of charge for all participants at the Palmer Events Center Garage. No vehicles may be left unattended in the circular drive. This is for multiple project drop-off only.