



## Austin Energy Regional Science Festival 2021 TEACHER CHECKLIST – ELEMENTARY DIVISION

**Please use this checklist to help successfully complete the registration process for the Austin Energy Regional Science Festival.**

- Attend the Science Festival Teacher Orientation (Thursday, September 3) or watch the video presentation.
- Registration will open on December 1, 2020 at [www.sciencefest.org](http://www.sciencefest.org). You must register your school and upload all projects as pdfs online before **January 28, 2021**.
- Download your invoice from your school's registration page and follow the instructions on how to pay. Be sure all payments are made out to the Austin Science Education Foundation.

**By Thursday, January 28, 2021 at 5:00 p.m.**

- Register your school and winning projects online at [www.sciencefest.org](http://www.sciencefest.org)
- Upload a virtual presentation for each student as a pdf.
- Pay the invoice for your school's registration.

**Thursday, February 25, 2021**

Awards will be posted on-line.

**March 1-5, 2021**

A representative from your school will need to pick up ribbons and special awards. You will need to register for a time slot prior to pick up.