



**2018 Calgary Youth Science Fair**  
**April 11 - 14**  
**Olympic Oval**  
**University of Calgary**

Dear Colleague;

Would you like your students to participate in an exciting event for the upcoming year? If yes, then consider helping them take part in the 2018 Calgary Youth Science Fair, the annual city-wide Science Fair, which is open to students in Grades 5 to 12. Your students will benefit in a variety of ways by completing a science fair project at the school level. For those students who wish to compete at the next level, our annual city-wide fair also provides a healthy competitive environment. Our fair is organised to benefit all students, regardless of whether they end up winning a major prize. The Science Fair experience is truly a unique learning opportunity that you should consider for your students.

The Calgary Youth Science Fair Society is a non-profit organization made up of approximately forty directors who work year-round to put on the city-wide science fair. With an annual prize budget in excess of \$40,000, our fair has a prize structure that rewards all students who participate.

Our fair last year took place in the Olympic Oval on the campus of the University of Calgary. Our partnership with the University of Calgary has been established and the Calgary Youth Science Fair for 2018 will be in the Olympic Oval again and for the foreseeable future. As a society, we are very pleased with this arrangement with the U of C.

The Calgary Youth Science Fair is also part of a larger, national organization, Youth Science Canada, which sponsors a national science fair. Every year up to twelve students with the best projects from our local fair are sent to the Canada Wide Science Fair, at our expense.

If your school would like to participate in our program, please identify a school science fair coordinator to whom we can send all future communications for this year's science fair. A coordinator's responsibilities include:

- Receiving all communications from CYSF and sharing them with students/parents in a timely fashion, as appropriate
- Ensuring the online school sign-up is carried out on time; you will be asked to give coordinator contact information during the online school sign-up
- Ensuring students from their school are aware of procedures and rules regarding science fair projects. For this reason, serious work on projects should not begin until the coordinator downloads the project entry package from our web site in early November (you will be advised when it has been posted).
- Overseeing the students' projects and school science fairs
- Ensuring that the online student/project registration is submitted to CYSF on time
- Ensuring that students have the documentation required to do their project check-in and setup the week of the fair

**Online School Sign-up (opens Oct. 1, 2017; must be completed no later than Oct. 31, 2017):**

- Go to our web site ([www.cysf.org](http://www.cysf.org))
- Click on Registration and then again on School Sign-up
- Follow the directions there

If you are a parent of a child whose school does not participate in the CYSF program, it is possible to register yourself as your child's coordinator and your child's project will be entered as an independent project. In order to register yourself as a coordinator of an independent project contact Fraser Head at [entries@cysf.org](mailto:entries@cysf.org). The deadline for registering as an independent coordinator is **November 15, 2017**.

CYSF directors are willing to assist school co-ordinators with school-based fairs and any aspect of preparing for the city-wide fair. To request assistance email us at [help@cysf.org](mailto:help@cysf.org) or [entries@cysf.org](mailto:entries@cysf.org).

**TIMELINE:**

**PLEASE PAY CAREFUL ATTENTION TO THE DEADLINES AS THEY ARE NOT NEGOTIABLE.**

October 1, 2017	Online school registration begins
October 31, 2017	Deadline for online school registration
November 1, 2017	Registration for independent entries begins
November 15, 2017	Deadline for registration of independent entries
November 2017–January 2018	Schools work with their students on their projects
December, 2017	Online Student/Project Registration opens
January 2017 – February 2018	School-based science fairs take place
February 21, 2018	Deadline for completing online Student/Project registration
March 6 - 10, 2018	Student/Project check-in/set-up packages sent to schools
April 11, 2018	Student/Project check-in and set-up in the Olympic Oval
April 13, 2018	Projects are judged (with students present)
April 14, 2018	<ul style="list-style-type: none"> <li>• Fair is open to the public</li> <li>• Awards Ceremony</li> </ul>

**IN SUMMARY, PLEASE NOTE:**

1. Schools must appoint a coordinator and sign up online by October 31, 2017 to participate in the 2018 Fair.
2. If a student needs to register as an independent (their school does not participate in our program) their parent or guardian must contact Fraser Head at [entries@cysf.org](mailto:entries@cysf.org) by November 15, 2017.
3. If you hold a school-based science fair as a means to select your entries for the city-wide fair, it must take place in January or early February in order to meet the February 21st deadline for student/project registration.
4. We have a quota for ALL schools in both elementary and secondary. The quota is one project for every 30 students in your school (in elementary schools only grade five and six students are counted). In addition, there is a maximum cut-off of 15 projects allowed regardless of school enrolment. Middle schools must report their elementary student totals (for grades 5 & 6) and secondary student totals (grades 7-12) separately, as indicated on the online school sign-up form. This quota will be in effect for the 2018 fair. All schools, regardless of enrolment, will be allowed at least 4 projects this year.
5. Our web site address is [www.cysf.org](http://www.cysf.org). New information and updates will be added as appropriate.
6. **If you have any questions please contact us at [entries@cysf.org](mailto:entries@cysf.org).**

Yours sincerely,  
 Entries Committee  
 Calgary Youth Science Fair Society