



2008 Calgary Youth Science Fair
 March 12-15
 Big 4 Bldg.
 Stampede Grounds

Dear Colleague;

Would you like your students to participate in an exciting event for the year 2008? Then consider helping them take part in the 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 entrants, regardless of whether or not they end up winning a major prize. The Science Fair experience is truly a unique learning opportunity that we highly recommend 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. We have a very close relationship with the Calgary Exhibition and Stampede Board and BP Canada Energy Company, our major sponsors. Our fair would not be possible without their continued and generous support.

The Calgary Youth Science Fair is also part of a larger, national organisation, Youth Science Foundation 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 student/project registration forms and associated paperwork are 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, 2007; must be completed no later than Oct. 31, 2007):

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

CYSF directors are more than willing to assist school co-ordinators with school-based fairs and any aspect of preparing for the city-wide fair. Useful information about our fair and contact information can be found on our web site (www.cysf.org)

TIMELINE:

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

October 1	Online school sign-up begins
October 31	Online school sign-up ends
October 31	Student/Project registration package available on-line
November – January	Schools work with their students on their projects
January – February	School-based science fairs take place
February 15	Completed student/project registration forms and associated paperwork submitted to CYSF
February 25	Student/Project check-in/set-up packages sent to schools
March 12	Student/Project check-in and set-up in the Big 4 Building, Stampede Grounds
March 14	Projects are judged (with students present)
March 15	<ul style="list-style-type: none"> • Fair is open to the public • Awards Ceremony

IN SUMMARY, PLEASE NOTE:

1. Schools must appoint a coordinator and sign up online by October 31 in order to participate in the 2008 Fair.
2. If a student needs to register as an independent (their school does not have a school coordinator) they must first e-mail us at help@cysf.org with their request.
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 deadline for student/project registration.
4. There is a quota on the number of students that can register per/elementary school. ***This year the quota will be based upon the total number of students in grades 5 and 6 at your school. It is important that you report this number on your school's on-line registration form this year. The number to be reported is the final number of grade 5 and 6 six students that you have registered as of September 30th.***
5. Our web site address is www.cysf.org. New information and updates will be added as appropriate.

If you have any questions, please contact us at help@cysf.org

We know that your students and your staff will have a rewarding experience by participating in our program. If you wish to participate in this year's program, please fill out the enclosed registration form for your school that identifies a staff member to be science fair co-ordinator for this year. This is the person to whom our future mail will be sent.

Yours sincerely,
Fraser Head, Entries Committee

