

Dear parents/guardians,

Congratulations on having a son or daughter win a chance to go to the 2024 International Science and Engineering Fair (ISEF) sponsored by Regeneron. It is truly an honor to compete at the international level. Your child is one of the fifteen hundred finalists selected world-wide to compete at this event. I am the State of Alabama's Coordinator for this event. I will be assisting you and your child to make this event a great one. Most of our contact will be through e-mail or Group me "Alabama ISEF" on GroupMe. https://groupme.com/join_group/50413204/gTaWsFrb so please check yours/your child's daily.

First make sure that your child completes their ISEF packet within 10 days of the fair and registers on line at <https://finalistquestionnaire.societyforscience.org/>. If you have any questions about this or need assistance contact me. I will also need the following information from you and your child within 10 days of their fair no later than **April 16, 2024:**

1. All necessary forms related to their project – (A copy of the (finalists) package you complete for ISEF)
2. A copy of their abstract
3. A copy of your health insurance card
4. A notarized letter giving me permission to provide necessary medical care in case of an emergency.

Sample :(I _____ give Virginia Vilardi or her designee permission in case of emergency to have my child _____ treated at my expense at the nearest medical facility during the week of ISEF 2024).

5. Telephone number at home/work/cell where parents or guardian can be reached
6. Home address and **e-mail** if available
7. Any medical conditions and list of medication

*****If for some reason or conflict you chose not to compete you must contact your fair director and me ASAP (within 24 hours).**

- **The regional fair or state fair is responsible to pay for the finalist's expenses.** I will have their \$\$\$ for them when we arrive in Los Angeles to cover the cost of meals and incidentals They also pay for the hotel and transportation for each finalist. I will make **all** reservations for the finalists!
- All finalists must travel with the **group** and stay in the hotel with the **group** – **NO exceptions!**
- If a teacher or parent is going, please travel with the student. I can add them to our group if I know far enough in advance (**by April 6th – sooner is better**).
- Please advise your child to abide by the rules. All finalists **must attend all ISEF events** – this is a working trip for the finalists not a vacation. We will try to sight see when we can, but their first responsibility is to the fair. This is still a school function and they are representing their school, region, state, and country. They must abide by **my** rules (curfew, etc.), ISEF rules, school policy, and hotel regulations. Violators will be sent home at their parents' expense!
- Remind the students to take all safety precautions in Los Angeles, CA.
- Remind them to bring necessary amounts of dress clothes for pictures, judging, three award ceremonies, and several banquets. Encourage them to pack mix and match outfits. Pack as lightly as possible, remember they will be sharing a room with another students plus they must carry their own luggage.
- Look over the ISEF tentative agenda for the week - attached.
- The Alabama ISEF 2024 competitors will be leaving from Montgomery Airport on May 12th (details to come). All competitors will return home on May 18th. While in Los Angeles they will be staying at the Westin Bonaventure Hotel & Suites.
- The students may want to bring small state pins or other type lapel pins from their region to trade with other finalists from around the globe. If you contact your local chamber of commerce or your state legislator they may be able to assist you in finding them. There are over 1500 finalists expected to compete so bring plenty.
- **Transport your project – all parts- with you. Pack them well. Bring a backup drive with project information on it in case something is damaged.** ISEF will supply a variety of tools, paper, glue, etc. to put projects together so you will not need to transport them. ISEF will have project boards available.

If you have any questions please do not hesitate to call, text or e-mail me. If I do not answer within a few hours please resend!

Sincerely,

Virginia Vilardi Ph.D.

Alabama Academy of Science ISEF Coordinator

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Preliminary Program

SUNDAY, MAY 12, 2024

8:00 a.m.–6:00 p.m.
8:00 a.m.–9:00 p.m.
8:00 a.m.–9:00 p.m.
8:00 a.m.–9:00 p.m.
1:00 p.m.–5:00 p.m.
7:00 p.m.–9:00 p.m.

REGISTRATION/PROJECT SET-UP/PIN EXCHANGE

Regeneron ISEF Store Open
Registration Open
Exhibit Hall Open
Project Set-up/Display & Safety Inspections
STEM College and Career Fair at Regeneron ISEF
Student Pin Exchange (Finalists/Student Observers only, Dinner Served)

MONDAY, MAY 13, 2024

8:00 a.m.–6:00 p.m.
8:00 a.m.–6:00 p.m.
8:00 a.m.–9:00 p.m.
9:00 a.m.–3:00 p.m.
9:00 a.m.–4:00 p.m.
6:00 p.m.
7:00 p.m.
8:00 p.m.

REGISTRATION/PROJECT SET-UP/OPENING CEREMONY

Project Set-up/Display & Safety Inspections
Regeneron ISEF Store Open
Registration Open
STEM College and Career Fair at Regeneron ISEF
Symposia Sessions
Exhibit Hall Closes (**Project Set-up MUST be complete**)
Regeneron ISEF Opening Ceremony
Posting of Final “Not Cleared for Judging” List

TUESDAY, MAY 14, 2024

7:00 a.m.–8:30 a.m.
9:00 a.m.–10:30 a.m.

9:00 a.m.–11:00 a.m.
9:00 a.m.–4:00 p.m.
11:00 a.m.–12:00 p.m.
12:15 p.m.–1:00 p.m.
Evening

MAIN STAGE PANELS

Final Project Clearance
Exhibit Hall Open to Finalists and Media/Sponsors/VIPs
(Finalists required, No OFP)
Regeneron ISEF Store Open
Symposia Sessions
Excellence in Science & Technology Panel
Innovation, Entrepreneurship and Impact Panel
Student Mixer (Finalists/Student Observers only, Dinner Served)

WEDNESDAY, MAY 15, 2024

7:45 a.m.
8:00 a.m.–11:45 a.m.
9:00 a.m.–1:00 p.m.
10:00 a.m.–3:00 p.m.
11:45 a.m.–1:00p.m.
1:15 p.m.–4:15 p.m.
Evening

JUDGING DAY/STUDENT AND ADULT MIXERS

Exhibit Hall Open for Finalists
Finalists at Projects for Interviews
Regeneron ISEF Store Open
Symposia Sessions
Lunch Break
Finalists at Projects for Interviews
Los Angeles City Event (Dinner Served)

THURSDAY, MAY 16, 2024

Morning

9:00 a.m.–12:00 p.m.
9:00 a.m.–3:00 p.m.
9:00 a.m.–6:00 p.m.
Afternoon

7:00 p.m.

EDUCATION OUTREACH DAY/CATEGORY NETWORKING SESSIONS/ PUBLIC DAY/SAO CEREMONY

Category Networking Sessions (On rotation, specific timing for each category TBD; breakfast or lunch served)
All Finalists Required at Booths for Education Outreach Day
Symposia Sessions
Public Visitation Day
Category Networking Sessions (On rotation, specific timing for each category TBD; breakfast or lunch served)
Special Awards Ceremony

FRIDAY, MAY 17, 2024

9:00 a.m.–11:30 a.m.*
11:30 a.m.*–1:00 p.m.

GRAND AWARDS CEREMONY/TEARDOWN/DEPARTURES

Regeneron ISEF Grand Awards Ceremony
Project Teardown

ALL projects MUST be removed by 1:00 PM!