



## REGISTRATION

U.S. ARMY, NAVY, AND AIR FORCE SPONSORED  
48TH NATIONAL JUNIOR SCIENCE & HUMANITIES SYMPOSIUM  
April 28 – May 2, 2010                      Bethesda, Maryland

### Pre-registration of student delegates...

The **regional director**, or his or her representative, **pre-registers the national delegates, and the designated chaperone**. If the regional director is not the chaperone, please be reminded to inform us of plans to attend by completing the "Guest registration" on-line.

Pre-registration is required immediately following the symposium, or at least one week after the completion of the symposium. The registration deadline is April 3. Early registration please for early symposia – March 20.

As in the past, we ask for your assistance in coordinating and following up with the students. When you are communicating registration requirements to the students, please emphasize two important points. First, for airline travel, please ask the students to think about any conflicts and confirm their commitment to attend National. Once an airline ticket is purchased, we cannot change that ticket. Secondly, for the student presenters, please emphasize early submission of the abstract.

### Instructions for Regional Director...

**Log on** to [www.jshs.org](http://www.jshs.org) <<http://www.jshs.org>> Click the "National Symposium" button on the left. The Registration Page will appear.

1. **Enter student pre-registration data...**For each of five student delegates enter:

- legal name (first, middle or middle initial and last name). Note: New airline regulations require that the "name" appearing on the airline ticket match the name on the I.D. presented during airport check-in.
- e-mail address,
- participation category (i.e. student attendee, student paper presenter, or poster presenter)
- scholarship award level at regional (1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup>)
- departure/arrival airport and dates of travel, and
- student social security number.

**Note – Student commitment to attend:** If the student has not determined his or her commitment to attend the National, please so state under the notes section for each student delegate. Airline tickets will not be purchased until you inform us of the student's decision. It is highly recommended that you establish a deadline of one week following the completion of your regional symposium.

### 2. Enter designated group chaperone data:

- legal name (first, middle and last – matches I.D.)
- e-mail address,
- departure/arrival airport and dates of travel.

Please be reminded that travel reservations will be made for the chaperone to travel with the student delegation, or to meet the students enroute.

### 3. Authorization code and access to registration status.

Upon successful entry of student information, you will receive an *authorization code*. This code allows...

- access to the pre-registration data for the student delegates from your region;
- access to travel and registration details for student delegates.

(**NOTE:** INDIVIDUALS (students and adults) access registration with their SSN. The GROUP records are accessed with the authorization code.)

### Instructions for designated chaperone...

**Log on** to [www.jshs.org](http://www.jshs.org) <<http://www.jshs.org>> Click the "National Symposium" button on the left. The Registration Page will appear.

**Access the pre-registration** with the authorization code given to the regional director at the time of the group's initial registration.

**Enter registration data**, including personal choices for tours, hotel reservations, and meal choices. **Payment** of any additional costs will be collected on-line through our secure server. **Submit** your symposium registration.

### Instructions for guests...

**Log on** to [www.jshs.org](http://www.jshs.org) <<http://www.jshs.org>> Click the "National Symposium" button on the left. The Registration Page will appear.

**Access registration** at "I am a Guest " section on the right-hand side. **Enter registration data**, including personal choices for tours, hotel reservations, and meal choices. **Payment** will be collected on-line through our secure site. **Submit** your symposium registration.

## Registration instructions for all student delegates and presenters

The JSHS regional symposium director pre-registers each student delegate. Upon completion of pre-registration, attending students should complete the registration process to request hotel accommodations, tours, pay a registration fee submit applicable written reports, and consent form.

### To register...

1. **Log on** to [www.jshs.org](http://www.jshs.org) <<http://www.jshs.org/>> Click the "National Symposium" button on the left. The Registration Page will appear.
2. **Access** your pre-registration, completed by the regional symposium director one week following the regional symposium, by entering your social security number.
3. **Enter** registration, including personal choices for tours, hotel reservations, meal choices. Special dietary requirements will be accommodated only if we are notified in advance.
4. Review the status of **travel** reservations.
5. Complete and mail or FAX the **National JSHS consent form** to the address shown prior to April 3. The consent form is required for participation in the National JSHS and includes signatures from the student and parent/guardian.
6. Prepare and submit a **200-word abstract** in electronic format . Paper submissions will be allowed only by exception from the National JSHS Office. **(ALL STUDENT DELEGATES)**  
  
(See [www.jshs.org](http://www.jshs.org), National symposium section, to submit your abstract on-line. You may enter the abstract either on-line or upload a file attachment.)

The **format** for the 200-word abstract includes: 1 inch margins, keyed in 10 or 12 point font (Times or Times New Roman). Abstracts must be adequate in length but not exceed these specifications. The **header** preceding the abstract text includes:

Title of the research

Your name

Name of your high school, high school city, and state

Name of your teacher/sponsor/mentor and his or her organization. Precede the person's name with a subheading (i.e. teacher, mentor, sponsor:)

Please be prepared to report the research discipline of your abstract. Abstracts are **published** as submitted in the National JSHS publication, "Abstracts of the Research Finalists," and distributed to all symposium attendees.

7. Prepare and submit **Statement on Outside Assistance** in electronic format. **(ORAL PRESENTERS ONLY)**
8. Submit a **research paper** in electronic format. The research paper is used as a supporting document during the judging process. **(ORAL PRESENTERS ONLY)**

(NOTE: Paper submissions will be allowed only by exception from the National JSHS Office. The on-line submission will also prompt for the research discipline reported in the abstract, audio-visual requirements, and affirmations regarding animal experimentation, consent to film or publish, and statement on previous research.)

See [www.jshs.org](http://www.jshs.org), National symposium section for instructions on electronic submission of the "Statement on Outside Assistance" and the research paper. This form may be downloaded and either mailed or submitted electronically. Follow the prompts to upload the paper from a file attachment to a pdf or rtf file.)

9. Review and comply with the **National JSHS – Guidelines and groundrules for student research paper presentations**. (See [www.jshs.org](http://www.jshs.org), Guidelines section).

*Registration deadline -- April 3*  
*Early registration for early symposia please – March 20*

(If your regional symposium is held after April 1, the regional director must contact the National JSHS Office to coordinate an acceptable submission date.)

### **The National Junior Science & Humanities Symposium (JSHS) Office**

Academy of Applied Science  
24 Warren St., Concord, NH 03301  
Tel. 603/228-4520; FAX 603/228-4730 <http://www.jshs.org>

Registration questions: email [trojano@jshs.org](mailto:trojano@jshs.org)  
Scholarship administration: email: [phampton@aas-world.org](mailto:phampton@aas-world.org)  
Travel questions: email: [Sandy@pennypitoutravel.com](mailto:Sandy@pennypitoutravel.com)  
Policy, program and student sessions: email: [cousens@jshs.org](mailto:cousens@jshs.org)