

Important Registration Information for School Coordinators

- Photocopy and distribute the relevant information to students; Registration Form, Student Information, Conditions of Entry, Category Information & Rules and Risk Assessment Forms if submitting Scientific Inquiries or Models & Inventions.
- Set a date for Registration Forms to be completed and returned (prior to Thursday 6 June).
- Completed Registration Forms can be submitted the following ways:
 - Online; Registration Forms can be submitted online using your email and unique login password in your members section at www.oliphantscienceawards.com.au For further information or login details please contact SASTA on 8354 0006 prior to the closing date, Thursday 6 June. Please ensure that you have registered as a coordinator prior to trying to enter your registrations.
 - By Post or Fax; (SASTA, PO Box 678, Torrensville Plaza SA 5031 or Fax 08 8354 0008). This method will be subject to an additional administration fee relative to the number of registrations received. All forms must be completed in full and received by SASTA before the close of business - Thursday 6 June.
- All Registration Forms must include the School Name and School ID#. Your School ID# can be accessed using the School's login for the Oliphant Science Awards website or by contacting SASTA.
- **Please note:** by submitting each student entry, the student(s) agree that a copy of their Multimedia, Science Writing, Scientific Inquiry or Computer Programming & Robotics entry or any entry submitted electronically can be displayed at Open Day and on the Oliphant Science Awards website.
- Schools will be invoiced based on the number of entries that have been registered by 5pm on Thursday 6 June using the fee schedule listed on Page 4. There will be no credit or refund should any of your students fail to submit their projects. However, should one (or more) student / project fail to enter, another student / project can be entered in its place.
- Identification Labels for student's entries will be posted to the School's Oliphant Science Awards Coordinator prior to delivery dates for each category:
 - Scientific Inquiry, Games, Multimedia and Science Writing entries are due at the SASTA Office by Friday 12 July
 - **Science Writing, Scientific Inquiry and Multimedia entries must be submitted online.**
 - Entries in Computer Programming & Robotics are to call to make an appointment and be presented for judging on Saturday 10 August.
 - Crystal Investigations, Models & Inventions, Photography and Posters are due at Festival Functions - 292 Findon Road, Findon on Friday 23 August.
- Identification labels must be securely attached to each entry (see Category Information for label positions). Ensure all parts are labelled clearly and include the Registration ID # (found on the Identification Label) Please contact SASTA before making any amendments to the label.
- Make note of the Key Dates for Registration, Delivery and Collection of entries.
- Schools who are registering more than 10 entries are requested to allocate a judge/s for one or multiple categories.