Please register for the BNL Science Fair *after* your school's contest. The Science Fair coordinator must submit information for each grade level on a separate form.

1. Click on the grade level that you would like to register (you will be prompted to add more grade levels at the end of the form). Note that registration opens on January 1st each year.
   Registration page: https://www.bnl.gov/sciencefair/registration.php
2. Click "Next" and fill in your school contact information. This includes your name, your email address, your phone number, school district, school name, school address, and principal's name. Private schools will type "private" and home school organizations will type "home school" for school district.
3. Select the total number of students enrolled in the chosen grade level at your school. The number of projects that can be entered for each grade level depends on the number of students enrolled in that grade at your school:

# of students enrolled in the grade level	1 - 199	200 - 399	400+
# of projects that can be entered for that grade level	1	2	3

4. Click "Next" and fill in the student's name and project title of the first project you are submitting for the grade level that was selected. This name and project title will appear on the student's certificate, so please check it for accuracy before moving on.
5. Click "Next" and choose the type of project: Tri-fold project board or Presentation.
6. Click "Next" and upload the following files for the project (files must be less than 10MB to upload them).
   If your student has a tri-fold project board:
   a. PDF or JPG image of the complete Summary of Project form
   b. JPG image of entire project
   c. JPG image of left fold of project board
   d. JPG image of center fold of project board
   e. JPG image of right fold of project board
   f. (optional) Up to 3 JPG images of student journal pages (not the whole journal)
   g. (optional) Up to 2 JPG images of any other materials the student would like to share
   If your student has a presentation (made in PowerPoint or Slides):
   a. PDF or JPG image of the complete Summary of Project form
   b. PDF of the project presentation (can be up to 15 slides)
   c. (optional) Up to 3 JPG images of student journal pages (not the whole journal)
   d. (optional) Up to 2 JPG images of any other materials the student would like to share
7. Click "Next" to continue.
   If your school has enough students enrolled in the grade to allow a second project, you will be asked if you would like to add another project. Select "Yes" and click "Next" to add another project. Select "No" and click "Next" to complete registration without adding more projects.
8. The final page will ask for any additional comments. This is optional.
9. Click "Final Submit" to complete your school's entry for that grade level.

An automated confirmation email will be sent to you shortly after submitting your entry. If there are any errors in the submission information listed in the message, please email sciencefair@bnl.gov with the corrections.