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| 12/31/2015 | * Deadline to obtain school membership with IJAS. Fee $75 before deadline, $100 after deadline and $200 after regional competition.
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| 3/1/2016 Friday Project and paper entry deadline | * Sign up all projects and papers online at <http://region4.mthagaman.com/login.php> using login password emailed to school sponsor (by the web master).
* Send all fees ($12 per project competition and $12 per paper competition, **checks made out to** “**IJAS Region 4**”, to

 c/o, Rachelle Gravil, Northwest Bldg. 002, Lake Land College,  5001 Lake Land Blvd., Mattoon, IL 61938* One big check for all projects/papers will be more convenient.
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| 4/2/2016 Saturday **Region 4 Science Fair****West Building of Lake Land College (west side of the main cluster)** | 7:30 – 8:30A | **Check‐In** at the welcome desk (Rachelle Gravil). Enter from the north side double doors by the big wind turbine. The nearest handicap accessible door is on the east side of the building.* Sponsors receive school package (project#)
* Student project setup on assigned tables of the hallways (all necessary printing must be done before coming to Mattoon, as there will be no printing opportunity at the competition site)
* Sponsors and Judges meet in Room# 119 & 120 for refreshments
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| 8:30 – 9:00A | **Safety Judges’** meeting in Room# 121* All sponsors conduct safety check (no living thing or demo, use photos)

**Judges’ briefing** by Head Judge in Room# 119 & 120* Project assignment will be given to judging teams
* Judging etiquettes and scoring rubrics will be discussed
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| 9:15 – 10:15A | **School Sponsors’** meeting with Regional Chair in Room# 072* Concerns, issues, plan for next year
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| 9:00 – 12 N | **Project judging** in the hallways* Score sheets are to be handed to Runners or Cathy Montgomery as soon as one is completed
* Students must not leave the display area as additional judging may be needed for tie breaking
* Parents and chaperones at this time are advised to leave the students alone. They may leave to buy food for their students.
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| 12N – 1:00P | * Lunch in Room# 119 and 120 for sponsors, judges, and volunteers
* Student may take break for lunch. Please leave display boards for viewing by general audience
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| 3:00P | **Award ceremony (in Room 123)*** Paper results (have your camera ready)
* Project results (camera again)
* Conclusions
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| 4:00P | Drive home safely!Start thinking about next year’s project; invite your friends to the fun! |
| Notes* Lake Land College is ½ mile east of I‐57 at Exit 184. Please use the north entrance (by the gas station adjacent to campus). You will see the wind turbine from here.
* West Building is one of the newer buildings (by farm lots), ~1/8 mile west of the main cluster buildings.
* Ample parking spaces available for bus and car. Park in the lot by the large turbine on the north. The entrance for handicap access is actually on the north side and these doors will be kept open 7am-3pm.
* No electrical connection will be provided. Students will bring extra battery for laptop if it is used.
* Restrooms are by the hallways. A lot of sofas/chairs/tables for parents to relax or read books. Please keep distance from your student, seeing you make them nervous and forget lines.
* There is an eating place with vending machines in the building.
* Subway in the gas station will be open for service and McDonald’s is nearby (1 km on the other side of I‐57 overpass) (Think metric.)
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**Looking forward to seeing you there. Thank you all for making this an enjoyable experience.**