

# SECME 2023-2024 Regional Competition FAQ's

## 1. When is the SECME Regional Competition at UCF?

Saturday, February 10<sup>th</sup>, 2024

## 2. Where do I go to register for the Regional Competition held at UCF?

Please go to <http://stem.ucf.edu/secme-registration/> to create your account. Upon logging in, you must update the "User Profile" and "Register Students & Teams" in order to successfully register for the SECME Regional Competition. You may create your individual SECME teams at a later date (see #7).

## 3. When is the registration deadline?

The registration deadline is **Friday, December 8<sup>th</sup>**. Late registrations will not be accepted.

## 4. Do I need to register with the National Office?

Yes, all participating schools must register with the National Office no later than **January 9<sup>th</sup>**. If your students compete in a national event (Essay, Water Rocket, Mousetrap Car, Poster) and win at the regional level (UCF) but you have not registered with the National Office, they will not be eligible to move forward and compete nationally. *Directions for registering your students and other deadlines can be found within the national competition guidelines.* Please go to <https://www.eng.ufl.edu/secme/> to download the guidelines.

## 5. How many students may I bring to the competition at UCF?

Due to the large number of schools that wish to participate, you may bring a maximum of 15 students. If you have more than 15 students in your SECME club/class, we suggest holding your own competition first and then sending your top teams to compete.

## 6. Can students who are not competing attend on February 10<sup>th</sup>? What about families and other spectators?

Due to limited space on campus, we are asking that you limit attendees to only those who need to be on campus that day. Each team should bring their teacher/sponsor as well as any necessary adult chaperones to assist for the day.

## 7. What if I don't know my team/student names yet?

We understand that some schools/districts will be hosting their own "qualifying" competitions at a later date and while you may know how many students will be attending the competition, you don't know the exact names yet. For this reason, all team/student names are due in our system by midnight on January 17<sup>th</sup>.

## 8. How much does it cost to attend the competition at UCF? When are fees due?

The registration fee is \$20 per student. We must have a check in our office by 4pm on **Friday, January 12<sup>th</sup>**. **No exceptions will be made**, so please make necessary arrangements with your school/county ahead of time. Payment information is available upon logging in to your account. **Do not send the check to any other UCF address than what is listed on the site** – this is a large campus with many departments and the check may not make it to us by the deadline if sent elsewhere.

Please note that if you need an invoice for a PO, the deadline to request one is December 14<sup>th</sup>. The check must be in our office by January 12<sup>th</sup>.

## 9. Does the registration fee cover lunch?

Yes, all participating students will receive a \$9 lunch card, which may be used at most on-campus restaurants. Students may bring additional money if they would like to purchase additional food/drinks.

## 10. Can I make a payment by credit card?

We are able to accept payment through Eventbrite, however, you will be required to pay an additional fee per student for processing. For this reason, we strongly suggest paying by check. If you must pay by credit card, please send a request for the link to [STEM@ucf.edu](mailto:STEM@ucf.edu)

**11. How many events can my students participate in?**

Each student may participate in up to 3 events on the day of the competition. Banner, Essay, Poster, Math, and Energy Transfer Machine DO NOT count towards the 3 events. Please keep in mind that the events are spread out on campus and there may be wait times at certain events.

**12. Our school wants to participate in the Banner competition. Do I have to enter all of the student names when creating the team?**

No. This is the only event that does not require student names to be entered. However, you must be sure to add the banner team to the registration if you would like to participate.

**13. If my students want to participate in the Math competition, do I have to add the math team(s) to my registration?**

Yes. We only print math tests for the exact number of teams that have been registered. For this reason, you must add your math team(s) to your registration by the deadline.

**14. Can I make changes to my teams after I click “Finalize”?**

No. Once you click “Finalize”, you will no longer be able to make changes. Any entries that you make prior to finalizing your teams will automatically be saved. If you need to make an emergency name change after your teams have been finalized, please email the coordinator at [Renee.Johnston@ucf.edu](mailto:Renee.Johnston@ucf.edu)

**15. Is anything due prior to February 10<sup>th</sup>?**

- Essays and MTC/WBR presentations are due via electronic submission on January 22<sup>nd</sup>. Projects must be submitted through your account on the SECME registration site.
- Energy Transfer Machine video submissions are due by 5pm on February 2<sup>nd</sup>. Please view guidelines for submission details.
- Posters and video presentations are due via electronic submission on February 4<sup>th</sup>. Projects must be submitted through your account on the SECME registration site.