

GUIDELINES FOR RESEARCH REPORT

Each applicant must upload a Research Report through the online application system. This is your opportunity to share your research project with the Regeneron STS judges and evaluators. Please read the following guidelines closely.

1. The Research Report must be 20 pages or less. This includes all photos, tables, graphs, charts, drawings, maps, and appendices. There is no minimum number of pages.
 - a. Include a title page as the first page, abstract as the second page, and a bibliography at the end of the Research Report. The title page, abstract, and bibliography do not count in the 20 pages.
 - b. Do not put any e-mail addresses or phone numbers on your title page. Please list your name and project title only.
 - c. Number the pages of your research report in the bottom, right corner.
2. Do not include any photographs of people, especially yourself, unless scientifically necessary and with proper consent.
3. Choose a font that is clearly legible and appropriate for a research paper. The font size should appear on the page at least as large as Times New Roman 11pt font. Captions may be smaller if legible.
4. Use 1.5 line spacing and 1" margins on all sides. Do not use multiple columns.
5. Do not upload statistics or a sample of your survey here for Behavioral and Social Sciences projects. A sample survey must be uploaded along with the IRB approval in the Rules Wizard task. Full statistics in this subject area that are tens or dozens of pages long are not needed.
6. If it is widely accepted to write scientific journal articles in your specific subject area using first person plural "we," then it is acceptable for a student to use the first person "I" in place of "we," in their Regeneron STS research report. This will help to clarify what was done independently vs. with support. If this is not widely accepted in your subject area, the passive voice should still be used.
7. **PDF files are the only format accepted.** In most new versions of Word, you can "print" your Word Doc and choose "Adobe pdf" as the printer. This will allow you to save as a pdf instead of printing. Alternatively, there are many file conversion websites on the internet.
8. **File size should be 2MB or smaller.**
9. Please name your file "**LASTNAME.FIRSTNAME.AREACODE.**"
 - a. For example if Bob Smith entered the Regeneron Science Talent Search and his phone number was 123-456-7890, then his file name would be Smith.Bob.123
10. After you have uploaded your report and answered all required questions in the application, go to "Check Your Application" and preview your application as a pdf to be certain all symbols are still present and correct.