AIAA Regional Student Conference Rules

The fundamental objective of the AIAA Regional Student Conferences is to provide student members with an educational experience that prepares them for their future as practicing aerospace engineers. Students attend and present their technical work as they would at an AIAA Forum. In addition, they establish relationships, learn from others, and hone their communication skills. Their work, both written and oral, is evaluated by qualified professionals serving as judges, with the primary intent of providing feedback on the quality of their work. Additionally, all students for AIAA Foundation-sponsored categories will have the option to publish their paper with AIAA, which provides value in including on their resume as they build their careers. Regionally supported categories may have the opportunity to publish their paper (if category paper aligns with the AIAA Foundation-sponsored categories).

Student Conference Rules

- A university student in good standing at their institution who is also an AIAA student member is eligible to submit a paper to the Regional Student Conference.
  - The submitting and presenting author(s) must be AIAA student members and their university status as well as the AIAA membership number must be included in the footer on the first page of the paper.
  - A student member ID number for submitting and presenting authors will be required for the paper.
  - At the time of online registration an AIAA member number will be required to receive the member registration rate for the conference.
  - Any student may attend the Regional Student Conference but may be subjected to a higher registration fee if they are not AIAA members.
- A submission to the High School, Undergraduate, Undergraduate Team, or Graduate categories shall consist of both a written paper and an oral presentation. Please note the high school category is only available in select regions. Please refer to the AIAA website on which regions allow high school students to present.
- Regions may create/sponsor their own categories (such as high school, open topic, best Student Branch activity, etc.) and will provide its own financial support through regional funds or conference sponsorship (any other financial support except AIAA Foundation sponsorship).
- Students must present in their region, unless the Student Branch (as a whole) has been granted permission, through the petition process, to participate in different Regional Student Conference or an individual exception has been approved by the AIAA Student Branch Staff Liaison, the Deputy Director Education of the Region the student resides in and the Deputy Director of Education for the region hosting the conference the student wishes to participate in.
- Students may be authors on multiple papers but can only be a primary author on one paper in any category (undergraduate, undergraduate team, or graduate).
- Students may only present their work at one AIAA Regional Student Conference per year.

- A student may not enter the same paper in more than one AIAA Student Conference nor can he or she present a paper which has been presented in a conference sponsored by another society, another region, or if it has been accepted for publication.
- Only the work completed as an undergraduate or graduate student is eligible for competition. (Early) Doctoral students are eligible to participate while they are completing their doctoral coursework. Doctoral candidates who have completed their coursework and are focused solely on their dissertation are not eligible for competition.
- The primary concept of a paper must be the work of the author(s) listed. Papers that result from co-op, internship, and sponsored research must include an acknowledgement statement specifying contributions of other participants in the project. The Judging Chairman reserves the right to establish that the work is, in fact the work of the author(s) listed.
- No Industry personnel are allowed to be co-authors on any paper—they may be acknowledged at the end of the paper.
- One faculty advisor may be listed as a co-author on the student paper; however, the student must be listed as the first author. Faculty co-authors may not present the paper or answer questions about the paper at the student competition, nor are they eligible to receive prize money. Violations of this rule will be subject to the paper being disqualified.
- The status of all authors (undergraduate, graduate, faculty) must be clearly identified on the submitted paper. Responsibility for entry into the proper category (undergraduate, Graduate, Team) rests with the authors. Improper submissions that are identified and have not been corrected within two weeks of the competition will be disqualified.
- For the Undergraduate or Graduate category, no more than two student authors may prepare and/or present a paper.
  - o Papers prepared jointly by an undergraduate and a graduate student will be scored in the Graduate category.
- The Undergraduate Team paper can have 3 or more student authors (undergraduates only), and one listed graduate student or one listed faculty advisor. All submitting and presenting author(s) must be AIAA student members.
- Student Papers cannot exceed 11 pages single column (8.5 X 11) including acknowledgements, references, and appendices. Papers must comply with the AIAA Meeting Paper format (Use the Word Template). Deviations from this format may result in the paper being disqualified. Individuals or teams presenting more than one paper will not be eligible to win more than one award. All student papers must adhere to the AIAA policy on the Use of Artificial Intelligence in AIAA Publications.
- Papers must be submitted by the presenting author to the AIAA online submission portal by the date established by the conference organizer.

Competition Judging Rules

- The head judge cannot be from the host university. The head judge may not judge papers, either technically or orally.

- Technical and Oral judges can be any qualified professional as long as they are not a university/college faculty member from the host university. Additionally, no faculty member may participate in judging the technical or oral competition if there is a paper or papers entered into the corresponding category of competition from their institution. University/ college faculty members shall declare their institutional affiliation before judging to avoid conflicts of interest.
- Technical judges shall evaluate papers on the basis of technical content, originality, and practical application. A total of 500 points can be awarded.
- Oral judges shall evaluate student presenters and papers on technical content, originality, practical application, knowledge of subject and delivery. A total of 500 points can be awarded.
- Oral judges shall have no insight into scores awarded by the technical judges.
- All technical judges' scores shall be summed, normalized if necessary, and a total score will be the technical score given the paper.
- Technical judging will close one week prior to the first day of the Regional Student Competition.
- Technical, online judges may not act as an on-site oral judge within the same category.
- All oral judges' scores shall be summed, normalized if necessary, and a total score will be the oral presentation score given on the paper.
- The final score shall be the sum of the technical score and the oral score. The head judge will be responsible for calculating the final scores and will have two assistants, neither of whom has served as judges in any capacity, assist with overall scoring. The head judge has the authority to discard anomalous scores.
    o In the event of a first place tie, on-site oral scores will be given priority to technical scores.
- Oral presentations will be limited to 20 minutes with 10 minutes available for questions. The total presentation time is 30 minutes.
- Each paper will receive a minimum of three (3) and max of six (6) technical scores and a minimum of three oral scores.
- Written comments from both the technical and oral presentation judges will be collated by the head judge and returned to the students as soon as possible.
- Numerical scores as well as final rank (beyond 1st, 2nd, 3rd) will be held confidential. Judges shall not disclose to faculty or students or other third parties either their own or other judge's numerical scores.
- No scoring data will be released without the express written consent and permission of either the AIAA Student Conference Committee and the AIAA Staff Liaison.

Competition Prizes and Awards

- Undergraduate, Graduate, and Team Categories have three prizes each:
    First: $500
    Second: $300
    Third: $250

- The High School Category has three prizes each (Only applicable for regions with a high school category):

First: $100
Second: $75
Third: $50

- There is no tie for first place.
- If there is a tie for second place the second and third place awards will be added together and divided evenly and no third-place award given, unless the region decides to pay for the additional award.
- Regions may also award cash prizes beyond the high school, undergraduate, graduate, and team categories, or include prizes for "honorable mentions".
- If there are three or fewer papers entered into any category, the number of prizes awarded will equal the number of papers presented. If only one paper is presented, the first award will be given and the student will compete in the International Student Conference at the SciTech Forum.
- Students shall be asked, via the submission website, if they are willing to have their papers shared with others at the conference, in the region, and beyond. If they agree, the student papers can be made available to conference registrants, as well as sections and regions that are interested.
- First place winners in the Undergraduate, Team and Graduate categories are invited to compete in the International Student Conference in January at the SciTech Forum. Only basic, non- technical modifications may be made to original paper and presentation. Papers progressing to the International Student Conference will be subject to AIAA Copyright rules and may not to be presented or published anywhere prior to the International Student Conference.
- Students have the ability to opt-in to publishing their paper with AIAA. Only university students participating in the Undergraduate, Graduate, Team Categories, and any other pre-approved regional-specific categories will be eligible to publish their papers. Students who opt-in will be required to fill out an AIAA Copyright Form prior to submitting their final paper. Papers will be published on AIAA's ARC a few months after the conference dates. Papers will be published directly from Student Conferences submissions (no changes will be allowed).

An AIAA Regional Student Conference does not create a contractual or fiduciary relationship between AIAA and any student or judge. Further, while judges are members and volunteers of AIAA, they are acting as independent persons in connection with AIAA Regional Student Conferences and not as agents of AIAA.