CURC 2026 Undergraduate Student Presenter Checklist

IMPORTANT: If more than one person is presenting as part of a group, only one person will register and submit. That submitter will need the CSU ID numbers or email address of all co-authors and mentors. The submitter is responsible for listing all persons who should be included. This should include co-authors, noting who will present with you (i.e. co-presenters), and mentor(s).

Registering

1. Go to the registration page and log in using your CSU credentials
   https://tilttools.colostate.edu/UR/Showcase/CURC/Registration
2. Ensure your contact information listed is correct.
3. Click "Update"
4. Click the "Add a new Project" button to submit a project proposal and abstract (Due March 13th)
5. Fill out the appropriate information on the page
   a. Make sure you include an abstract or summary of your work (this is what will show up in the abstract booklet)
   b. If you have co-authors, make sure to search for their name and select "Add Co-Author"
      i. Make sure you list all co-authors
      ii. We will only print name tags for those students who have been marked as co-presenter
   c. Make sure you list your mentors AND submit a mentor acknowledgment form
      i. If you do not have a mentor, you will need to submit a form attesting to that you do not.
   d. Make sure you use the additional information section at the end of the application
      i. This space can be used to let us know if you have any accommodation needs.
      ii. If you are submitting work for a category that has a two different session times (Research Posters, Oral Presentations, and Visual art all have a Green Session and Gold Session), please use this space please indicate your session preference in this section of the application. We will do our absolute best to accommodate your time request.

Once Submitted

1. Keep an eye on your email to see how to submit your project files (written work, film, oral presentations, possibly others). Submission deadlines vary, and you can review them on CURC's home page.
2. Confirm you are still planning on presenting at CURC 2026, by submitting your gallery image by April 14 at 11:59 p.m.
   a. Important: You are not confirmed for the day of CURC event until you take this step.

Day-Of: April 21, 2026

1. Student check in will be located outside the LSC Grand Ballroom until noon, and outside the LSC theater following noon.
   a. All Poster presenters MUST have their posters up by 9:15am, they cannot be removed until 12:30pm
   b. All Visual Art presenters MUST have their art on display by 9:15am and must not be removed until 12:30pm
2. There are two opportunities for all students to come together on the day of CURC. Your name badge is your entry to these events.
   a. Lunch and Keynote speaker – 12:30-2:00pm in the Theater
   b. Celebration and Cake – 4:30-5:30pm in the Theater