Approval Process for fulfilling the NRC Capstone Core #8 Requirement with Independent Study (4905) or Internship (4941)*

Students who wish to utilize Internship or Independent Study credits to meet their Capstone Core #8 Requirement must complete the Capstone Experience Approval Request form. Students choosing to take FNR4623C for Capstone Core #8 Requirement DO NOT need to complete an Approval Request.

*DO NOT USE THIS FORM if you're requesting to take Internship or Independent Study credits as PLANNED ELECTIVES. Instead, complete the Special Course Registration Form to register for planned electives.

- **Step 1:** Understand the Capstone Requirements
- **Step 2:** Understand the Capstone Experience Expectations
- **Step 3:** Talk with your Faculty Advisor
- **Step 4:** Talk with your Internship Supervisor or Independent Study Instructor
- **Step 5:** Prepare to complete the Capstone Experience Approval Request form
- **Step 6:** Fill out the Capstone Experience Approval Request

**Step 1: Capstone Requirements**

- Independent Study or Internship for 3 credits must be completed in the FINAL ACADEMIC YEAR (including summer) to qualify as the Capstone Experience.
- Students must secure a suitable opportunity with a SFRC or WEC faculty member or external internship on their own. The Capstone does not have to be with your Faculty Advisor, but must be approved by your Faculty Advisor.
- Final approval of the Capstone is granted by the NRC Undergraduate Coordinator, Dr. Tim Martin, prior to registration of the credits for the Capstone.
- **Prior to the Capstone,** students must demonstrate that it will meet the Capstone Experience Expectations (below) and have approval from the Faculty Advisor and the NRC Undergraduate Coordinator. Capstone must align with stated career/research goals and Capstone Requirements.

**Step 2: Capstone Experience Expectations**

Students will complete a project/experience that showcases an application of skills learned in courses from the NRC Core Categories (below) to address a novel applied problem in an integrated manner.

**NRC Core Categories:**

- **Professional Seminar** - professional networking, guidance on career options and success
- **Ecology** - interaction among organism, and between organisms and the environment in natural systems
- **Quantitative Analysis and Assessment** - making sound decisions based on gathered data, through improved critical thinking and basic mathematics and statistical skills to interpret data, draw conclusions, and solve problems within the natural resource context
- **Natural History** - use of skills associated with identification and study of specimens
- **Human Dimensions** - public engagement, communication, social levels of decision making in natural resources
- **Policy and Economics** - ethics, markets, social choices, theories, and policies of managing resources
- **Field Applications** - practical applications towards desired outcomes, professional application of skills
- **Spatial Analysis** - spatial data software, architecture, interpretation, and/or presentation
Step 2: Capstone Experience Expectations continued

Students will:

- Demonstrate capacity to identify and define a natural resource-related problem or issue
- Summarize existing literature/state of our knowledge
- Create a timeline and approach to solving the problem
- Collect relevant data or design a program to support developing a solution
- Analyze and summarize the data, or assess the program
- Discuss your analysis of and recommendations for tradeoffs associated with various solutions or programs
- Present results using an appropriate communication medium

Step 3: Talk with your Faculty Advisor about which option best fits your career goals and college experience.

Step 4: Talk with your Internship Supervisor or Independent Study Instructor about how you will meet the Capstone Experience Expectations for credit.

OPTIONS ARE:

- FAS4905 or FOR4905 Independent Study -- Supervised by SFRC faculty
- WIS4905 Independent Study -- Supervised by WEC faculty (Students must follow WEC registration guidelines and Capstone Experience guidelines)
- FOR4941 Internship in Natural Resources – Not supervised by SFRC/WEC faculty

INTERNSHIPS

Students must complete approximately 240 hours (3 credits) of internship in order to meet the Capstone Experience Expectations in their area of career interest.

Internship Approval Process Steps:

1. Student discusses the internship opportunity with Faculty Advisor and Internship supervisor. Consider the 3 questions in Step 5 below during the conversation.
2. Complete the Capstone Experience Approval Request form
3. Student will then complete the SFRC Internship Contract with SFRC Internship Coordinator, Scott Sager. Students will complete all internship requirements (5-10 page paper, positive supervisor evaluation, etc.).

Step 5: PREPARING to fill out your CAPSTONE EXPERIENCE APPROVAL REQUEST form:

Be prepared to answer the following questions:

- Which NRC Core Categories will be utilized in your Capstone Experience? (check boxes will be provided for all of the categories – Minimum of 4 required)
- What subject matter will you cover that utilizes knowledge from these NRC Core Categories?
- What will you do that meets the Capstone Experience Expectations?

You will need to know the email address of your Faculty Advisor and either your Independent Study Instructor -or- Internship Supervisor to complete the Approval Request.

Step 6: Fill out the Capstone Experience Approval Request form.

- The form routes to appropriate Faculty involved for approval by email.
- After your Capstone is approved, staff registers you for the approved credits.