

Summer Field Experience Information Packet 2025

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Dates to Remember*:

Oct. 22 – SFE Information Session, 12-1 p.m.

Oct. 24 – SFE Information Session, 4-5 p.m.

Nov. 1 – SFE Application OPENS (www.uwsp.edu/cnr/ssc)

Dec. 1 – SFE Applications DUE

Dec. 10 – Session Lists Distributed

Wader Try-Ons (Additional dates may be added)

Oct. 22 1-2 p.m., TNR 170

Oct. 23 4-6 p.m., TNR 157

Oct, 24 5-6 p.m., TNR 157

March 24, 2024 – Summer Registration Begins (will be updated soon for 2025)

March 31, 2025 – Final Day to Register for 7 one credit SFE classes (no exceptions)

May 18 – Session I at Treehaven Begins

July 6 – Session II at Treehaven Begins

July 6 – Session III at Campus Begins

*(dates are subject to change)

Please note: Information is subject to change; students will receive updates via email in the spring semester and at orientation sessions. Keep this information packet for reference purposes!

Introduction

The CNR-mandated Summer Field Experience (SFE) offers authentic real-world learning. This hands-on educational program equips you with practical experiences, enhancing your readiness for success in the competitive job market.

Course Objectives:

- Learn basic field techniques in each of the major disciplines.
- Demonstrate field ability.
- Develop awareness of total integrated resource management situations.
- Spend a block of time on concentrated natural resources studies.
- Become familiar with northern flora and fauna.
- Interact with professionals associated with the respective natural resource fields.
- Evaluate field experience in different disciplines for selection of a professional major.

There are typically three sessions offered:

- **Sessions 1 and 2** are conducted at our Treehaven Field Station located east of Tomahawk in Lincoln County, Wisconsin. Refer to the last page of this packet for directions to Treehaven.
- **Session 3** is offered when enrollment is high and held at the UW-Stevens Point Campus and local field sites. Session 3 is never guaranteed, so do not rely on it being there.

Summer 2025 Dates

Session 1: May 18 – June 27, 2025

- Check-in at Treehaven between 2:00 – 4:30p.m. on Sunday; dinner served at 5 p.m.; Orientation at 6 p.m.

Session 2: July 6 – August 15, 2025

- Check-in at Treehaven between 2:00 – 4:30p.m. on Sunday; dinner served at 5 p.m.; Orientation at 6 p.m.

Session 3: July 6 – August 15, 2026

- Check in on UWSP Campus – TNR East Lobby/TNR 120 between 5:30 – 6 p.m.; Orientation from 6-8 p.m.

Session Placement Criteria – Which SFE session will you attend?

The following are the selection criteria for the SFE session you will be placed in:

1. **CNR Core Courses:** All applicants must have completed at least NRES 250 and NRES 251 by the end of the spring 2025 semester to be considered. Students who also have completed NRES 150 and 151 will have priority.
2. **Grade Point Average:**
Required: A major GPA (including transfer credits) of 2.00 at the end of the fall semester before the summer you plan to attend SFE. This must be maintained through spring to keep SFE seat.
Considerations: If your GPA does not meet the requirement by fall, you can still apply. You may have the opportunity to attend the second session of SFE if your GPA improves by spring and if there is space available. GPA will not be a factor in SFE session preference, just acceptance to SFE.
3. **Credits:** If the above requirements are met, credits earned may be a factor in determining SFE preferred session but will not guarantee session preference.
4. **If you have a specific SFE session requirement needs,** please ensure the following is submitted **before** the SFE application deadline. Please note that while we make every effort to accommodate everyone, it may not always be possible.
 - **Relevant Natural Resource Employment OR Military Obligations**
Submit a letter including the following elements:
 - i. Be on letterhead or have an official work signature.
 - ii. State that you will be employed or in training for the rest of the summer if you attend a particular session. State which SFE session you need.
 - iii. Be submitted directly from your employer or military unit to cnrse@uwsp.edu prior to the SFE application deadline.
 - iv. Include “SFE Session Consideration for *Your Name*” in the subject line.
 - **Police Academy, Medical Need, or Significant Life Event**
 - i. Submit an email to cnrse@uwsp.edu and schedule a meeting with an adviser in the CNR Student Success Center to discuss details.

Should I apply if I am currently below a 2.0 in-major GPA? YES! You could still be eligible the second half of summer once grades come in and would be contacted mid-May!

Courses

A structured approach to learning takes precedence in all SFE courses. In contrast to a pass/fail system, all classes, including NRES 405: Plant Identification, receive a grade. These courses distinguish themselves through a focus on field laboratory exercises, offering you hands-on engagement with diverse aspects of natural resources field techniques. Led by experienced instructors, courses wrap up with a thorough evaluation on the last day of the week for each topic. The final plant exam is held on the last day of the six-week session. Adding to the academic experience are field trips to local places relevant to the course topics.

- **Forestry 319** – Land Surveying, 1 cr.
- **Forestry 320** – Field Experience in Forest Measurement, 1 cr.
- **Natural Resources 405** – Selected Topics: Plant Identification, 1 cr.
 - NOTE – The **Plant List** is available on the CNR SSC website – <http://www.uwsp.edu/cnr/ssc>
- **Soils 359** – Soil Conservation and Watershed Inventory Techniques, 1 cr.
- **Soils 360** – Field Experience in Soil Inventory Methods, 1 cr.
- **Water 380** – Field Experience in Aquatic Ecosystem Evaluation, 1 cr.
- **Wildlife 340** – Field Experience in Wildlife Management Techniques, 1 cr.

Faculty and Staff

Each discipline (forestry, soil, water, wildlife, and resource management) will have an assigned faculty. **Teaching Assistants** (TA's) will also be hired to support the faculty by taking care of equipment and supplies, assisting in teaching, driving vehicles, grading exams, and performing other duties assigned by the faculty.

In addition to faculty and TA's, the following positions are part of each SFE:

- **Stockroom Manager:** Responsible for managing and maintaining equipment for all SFE classes and coordinating transportation needs for instructors and students.
- **Residence Assistants:** Responsible for overseeing housing and social programming at Treehaven. These staff are responsible for enforcing UWSP campus policies, including quiet hours and appropriate student behavior.

Application and Registration

Step 1: Acceptance

- ***Electronic applications are due by December 1 at 11:45 pm.***
- You will be notified within two weeks after the close of the application of your acceptance. Lists will also be available in the CNR SSC. This can be helpful to navigate carpooling options.

Step 2: Registration

- You will receive notice through electronic permission authorization to register for the **seven** field courses as soon as summer registration opens (end of March 2025).
- The courses are:
 - FOR 319
 - FOR 320
 - SOIL 359
 - WATR 380
 - NRES 405 Plant Identification
 - SOIL 360
 - WLDL 340
- **Please make sure to register for all SEVEN courses. The CNR deadline to register for SFE classes is March 31, 2025.** If you do not register by this date, you **will** be removed from the program and your spot will be given to a student on the wait list.

Tuition and Fee Payments

5. Please note the billing timeline for Summer 2024, which is expected to be similar to Summer 2025. You can find all the billing information at [Billing Information - Student Financial Services | UWSP](#)

To view your current balance, charges, and payments, log in to your accesSPoint account and navigate to the Financial Account/Billing tile. You will also receive an invoice reminder via email. Please continue to check your accesSPoint account and the provided link for up-to-date information.

Please note that any outstanding balances after the e-bill due date will be subject to finance charges of \$75.00 as well as a 1% monthly surcharge. **However, if you are enrolled in a CashNet payment plan and making the necessary payments, you will not be subject to administrative fees or finance charges.** Refer to the CashNet Billing Dates and Deadlines for the last day to enroll in the plan.

If you receive financial aid, please be aware that your aid may be adjusted once you enroll in courses. To receive aid, you must fill out the FAFSA application for the following academic year, using your 2023 tax statements for the 2025/26 application. As the summer term marks the beginning of the 2025/26 academic year, you must use an updated FAFSA.

For more information, please contact [Student Financial Services](#) and/or the [Financial Aid Office](#).

Please note that the total amount due must be paid by the billing deadlines, or late fees will be applied, unless you are enrolled in CashNet. Estimated Costs.

ESTIMATED COSTS for Sessions 1 and 2 at Treehaven

COSTS	Wisconsin Resident	Minnesota Resident	MSEP Students	Non-Resident Students
Food**	\$1260	\$1260	\$1260	\$1260
Lodging	\$1000	\$1000	\$1000	\$1000
Course Fees⁺	\$261	\$261	\$261	\$261
Tuition (7 credits)	\$2152	\$2535	\$3228	\$4783
Seg Fees	\$590	\$590	\$590	\$590
TOTAL	\$5263	\$5646	\$6339	\$7894

***Full meals at SFE include Breakfast, Lunch, Dinner, Monday-Friday.
There will be a self-honor system snack shack for those staying on Saturdays and Sunday.*

ESTIMATED COSTS for Session 3 on Campus

COSTS Session III	Wisconsin Resident	Minnesota Resident	MSEP Students	Non-resident Students
Food	N/A	N/A	N/A	N/A
Lodging if needed	\$720*	\$720*	\$720*	\$720*
Course Fees	\$261	\$261	\$261	\$261
Tuition (7 credits)	\$2152	\$2535	\$3228	\$4783
Seg Fees	\$590	\$590	\$590	\$590
TOTAL	\$3723	\$4106	\$4799	\$6354

Meals are on your own. Lodging is not required but available if needed.

** These are 2024 rates. Updated rates will be provided soon.*

Housing

Please Note: Pets are not allowed at either location.

Treehaven

- Each residential unit at Treehaven can accommodate 4 people and includes sleeping quarters and bathroom facilities. The room is furnished with 2 bunk beds which have 3 twin size mattresses and 1 full size mattress. As the beds are selected on a first come first serve basis, it is recommended to bring full size sheets to ensure a proper fit. Students are provided with a bed, mattress, and a mattress cover, but they will need to bring their own bed linens, pillow, pillowcase, towels, toiletries, etc., as per the packing list.
- Treehaven also has coin-operated laundry facilities available for students to use. These are located off Bear Track Lounge, and each wash and dry cycle costs \$1.00 in quarters only.

Campus

- On-campus housing is available for an estimated \$120 a week. No consistent meal service is available on campus during the session. **It is YOUR responsibility to contact [Residential Living](#) if you need summer housing for SFE.**

Meals

Treehaven

- The meals for sessions 1 and 2 are full-service and include breakfast, lunch, and dinner, provided by Treehaven from Monday to Friday. However, when you are scheduled to be in the field all day, you may need to prepare a sandwich at the sandwich bar during breakfast and store it in the assigned cooler.
- If you have any food allergies or dietary requirements, please indicate them on your registration form.
- Please be aware that there is no food service available on weekends for students staying at Treehaven. If you don't have a car, you will have limited options for purchasing food from the snack shack in the Bear Track Lounge. These options may include microwavable personal pizzas and sandwiches. The snack shack will be open on Saturdays and Sundays and operates on a self-serve, honor system, with cash or credit card payment at the end of your six-week session.
- Many students prefer to go off-site for meals, either in Rhinelander or Tomahawk, WI.

Campus

- Please make sure to pack your own lunch and snacks every day, as you may be out in the field and unable to take a break for lunch.
- The dorms have a kitchen on each floor, so you can purchase and cook your own food.

- Unfortunately, there are no meal plans available during the summer session. However, residents can purchase PointCASH through the PointCard office. By using PointCASH, you can access a number of dining facilities both on and off-campus during your stay (for more information, please contact [the PointCard office](#)).

Recreation

- The Treehaven stockroom has recreational items such as basketballs, volleyballs and horseshoes you can check out with your student ID. Canoes and kayaks are also available at Treehaven campus free for recreation and fishing.

Equipment Needed

For your summer session, you will need an equipment packet that includes all the items listed below. The package cost is already included in your fees at a discounted price, and we take care of getting the items for you. This packet will be distributed to you during your SFE. Individual items will not be available for purchase separately.

The following equipment package is *required* of every participant and handed out at orientation or the first class at your SFE Session.

2025* Equipment Package Costs

Item	Cost
Clipboard	\$.89
Compass	\$53.50
*Ear Plugs	<i>Donated</i>
Eyewear Lanyard	\$4.88
First Aid Kit	\$7.56
*Gloves	<i>Donated</i>
Hand Lens	\$3.75
*Hardhat	<i>Donated</i>
*Head Lamp	<i>Donated</i>
Packaging	\$2.07
Protractor	\$2.25
Rite in Rain Notebook	\$5.32
Ruler	\$1.28
*Safety Glasses Clear	<i>Donated</i>
*Safety Glasses Polarized	<i>Donated</i>
Safety Goggles	\$5.08
*Safety Vest	<i>Donated</i>
Waders	\$73.00
Total Cost:	\$159.58

****These items are available to you at no cost thanks to a donation from Milwaukee Tool.***

Note: Equipment costs are subject to change due to pricing changes.

Wader Try-Ons (Required)

As a part of your equipment pack, you will receive a pair of chest waders during your check-in at the designated SFE session. To ensure safety, **we do not allow you to bring your personal pair**. Please note the following:

- The size you've indicated on your SFE application will be the size you receive. **You are required to verify the size that you've mentioned in your application**, and we will provide men's sizes 6-14 and women's sizes 6-7 for you to try on. If you need a smaller or larger size, we will do our best to accommodate you.
- If you're unable to make it to one of the following try-on dates, please let Tim Sattler know at 715-346-4664; CNR.Stockroom@uwsp.edu.
- If you don't show up for the try-on, you will receive the waders according to your shoe size mentioned on your SFE application.
- Please note that the waders you try on might not be the exact make/model you receive.
- When trying on the waders, please try them on as if you were putting them on to go into the water. Do not just try on the boots. Waders are not made size-specific for individuals.

Try-on times will be held in TNR (Trainer Natural Resources) rooms.

More timeslots may be added.

- **Tuesday October 22, 1-2 PM - TNR 170**
- **Wednesday October 23, 4-6 PM - TNR 157**
- **Thursday October 24, 5-6 PM - TNR 157**

Recommended Packing List for Treehaven

You will be at Treehaven in northern Wisconsin and field instruction continues rain or shine. The following are recommended items for you to bring with you.

- Clothing – Layering clothes is the best
 - WATER RESISTANT items
 - Rain Jacket
 - Rain Pants
 - Long Sleeve Shirts
 - Short Sleeve Shirts
 - Pants
 - Shorts
 - Baseball Cap
 - Belt
 - Tick Gaiters
 - Clothes Hangers
 - Waterproof Case for Phone
 - Laundry Detergent
 - Quarters for Laundry
 - Sunglasses
 - Sunscreen
 - Insect Repellent
 - *Ex. Cutter, OFF, military surplus, etc. Permethrin is recommended for making clothing tick repellent.*
 - Multi Tool
 - Small Cooler
 - Coffee/Water Container
 - Extra Batteries for Electronics
- Footwear:
 - Knee/Rain Boots
 - Hiking Boots
 - Boot Repair Glue
 - Tennis Shoes
 - Sandals
- Toiletries:
 - Body Soap
 - Shampoo
 - Hand Soap
 - Toothpaste
 - Toothbrush
 - Dental Floss
 - Deodorant
 - Feminine Hygiene Products
 - Towels
 - Tweezers
 - Tylenol/Ibuprofen/Benadryl
- Bedding/Room:
 - Bed Linens
 - *Full-sized sheets are best.*
 - Pillow
 - Pillowcase(s)
 - Alarm
 - Small Fan
 - Collapsible Laundry Hamper
 - Power Strip
- Misc:
 - For Coursework:
 - Durable Backpack
 - Calculator
 - Camera (phone, etc.)
 - Headphones
 - Laptop
 - Flash Drive
 - 1-Inch 3 Ring Binder
 - 2 Notebooks
 - Note Cards
 - Highlighters
 - Notes from Previous Courses (Mainly 251)
 - Small Stapler (Extra Staples)
 - Recreational:
 - Fishing Tackle
 - Fishing Pole
 - Athletic Equipment (Balls, Gloves, Bats, Frisbee)
 - Hammock
 - Swimsuit

Field Guides

The following is a list of field guides that could assist in the summer field experience area noted or may be nice to have for major noted. **None of these are required** but you may find these resources useful, especially for identifying plants.

Plant Course (NRES 405):

- Black, Merel R. and Judziewicz, Emmet J. 2010. "Wildflowers of Wisconsin and the Great Lakes Region: A Comprehensive Field Guide for Amateurs and Professionals." Second edition. University of Wisconsin Press, Madison, WI.
- Newcomb, L. 1977. "Newcomb's Wildflower Guide." Little, Brown, and Co., Boston.
- Peterson, R.P. and Margaret McKinney. "The Field Guide of Wildflowers of Northeastern and North Central North America." Houghton Mifflin Co., Boston.
- Tekiela, S. 2000. "Wildflowers of Wisconsin Field Guide." Adventure Publications, Inc Cambridge, MN.

Additional options:

- Petrides, G.A. 1972. "A Field Guide to Trees and Shrubs." Houghton Mifflin Co., Boston.
- Fassett, Norman C. 1951. "Grasses of Wisconsin" University of Wisconsin Press, Madison, WI.
- Otis, Charles. 1965. "Michigan Trees." University of Michigan Press, Ann Arbor.
- Brockman, C. Frank. 1968. "A Guide to Field Identification: Trees of North America." Golden Press, NY.
- Flora of Wisconsin Website: <http://wisflora.herbarium.wisc.edu/index.php>
- Wisconsin Wildflowers Applications: https://play.google.com/store/apps/details?id=com.wildflowersearch.wiwildflowers&hl=en_US and <https://apps.apple.com/us/app/wisconsin-wildflowers/id1104723380>
- iNaturalist Website and Application: <https://www.inaturalist.org/>
- Minnesota Wildflowers Application: <https://www.minnesotawildflowers.info/>

Wildlife Related:

- Dunn, J.L., and J. Alderfer. 2006. National Geographic Field Guide to the Birds of North America, Fifth Edition. National Geographic.
- Kurta, A. 1995. Mammals of the Great Lakes Region: Revised Edition. University of Michigan Press, Ann Arbor, Michigan.
- Conant, R., and J.T. Collins. 1998. A Field Guide to Reptiles & Amphibians of Eastern & Central North America. Peterson Field Guide Series, Houghton Mifflin Harcourt.
- Silvy, N. 2011. Techniques for Wildlife Investigation and Management. Wildlife Society, Washington, DC.

Soils Related:

- Love, J.R. et al. "Introductory Soil Science Laboratory Manual." UW Madison, Madison, WI.

Medical/Emergency Information

If you have a medical emergency at either location, call 911. If an ambulance is needed, it is helpful to ask a student or staff to meet them at a main entrance to wave them in and give instructions as to where the injured person is located.

Please indicate, during sign-up and even during check-in, any medical information which could require treatment while at Treehaven or on Campus for things such as allergies to insect stings, reactions to drugs, shots you must receive, or special dietary requirements. Prescription cost, test/treatments/ laboratory fees or hospitalization are **not** covered and will have to be funded individually.

UWSP Emergency Procedures are found at the following link:

<https://www.uwsp.edu/emergency/Pages/emergency-procedures.aspx>

Treehaven

- If you are ill or have an accident while at Treehaven the closest clinics/hospitals are in Tomahawk and Rhinelander. This information is posted outside of the main office and with your Resident Assistant. RA's live on site Monday-Sunday to assist.

Campus

- If you are ill or have an accident while on campus UWSP Health Services in Delzell Hall will be available. The closest community clinic/hospital is Aspirus Stevens Point, 900 Illinois Ave. Stevens Point, WI 54481. The phone number is 715-346-5000.

Insurance

There is no unique insurance policy offered during the summer sessions. However, you can purchase student insurance through the same sources as you would during the regular academic year. If you buy the insurance during the summer, it is extended to cover the summer sessions as well. If you are not covered under your parent's insurance policy, we highly recommend that you enroll in an insurance program. For additional information, please visit the following URL:

<https://www.uwsp.edu/stuhealth/Pages/Patient%20Information/Insurance.aspx>

Disability Accommodations

If a student plans to use the Disability Resource Center (DRC) during the Summer Field Experience (SFE), it is their responsibility to contact the DRC when they apply for SFE. This will give DRC staff, CNR faculty/staff, and students enough time to identify and establish reasonable accommodations.

Please note that accommodation requests received after March 1st may not be possible to coordinate and implement before departure, especially if you are assigned to Session 1 (the first half of summer).

Furthermore, the College of Natural Resources is committed to providing an inclusive Summer Field Experience, and UWSP is dedicated to the inclusion of students with disabilities. To achieve this, we encourage all students to disclose any potential concerns, whether related to health or personal issues, on their application and to contact CNR and other campus resources, such as DRC, when applying.

Policies

As part of the University of Wisconsin System, all Summer Field Station locations are subject to the rules and regulations prescribed by the Board of Regents of the State Universities. The operation of Treehaven and Campus is also defined by the following set of regulations.

- ***There are no overnight facilities for visitors during your session at Treehaven.*** All short-term visitors must have permission from the field station directors and sign in/out. Treehaven will discuss their specific procedures at orientation.
- Any damage to facilities or loss of equipment at any session shall be paid by the group or person responsible before the end of the session.
- No camping of any kind will be allowed (i.e. trailers, tents, hammocks, etc.)
- SFE students are expected to live on site during the week due to long days, crew dynamics, evening projects, and to study for the plant id exam.
- Individual students and faculty will be held accountable for all equipment checked out to them.
- Please help keep Treehaven and Campus grounds clean and picked up at all times.
- There will be no parking allowed by students at Treehaven next to any building except when checking in and out.
- ***There is long-term parking*** available for the six weeks. Carpooling is recommended as space may be limited.
- No pets are allowed (i.e. dogs, cats, snakes, turtles, lizards, etc.).
- Other regulations regarding, but not limited to, student conduct, smoking, use of the facilities, and use of the sports equipment will be posted and explained during orientation.
- ***University regulations regarding alcohol are fully enforced during SFE.*** Locations and alcohol consumption policies will be discussed at the orientation sessions. At Treehaven alcohol is allowed in designated areas only, which include the Bear Track Lounge and the fire ring right outside the Bear Track Lounge (no drinking is allowed in rooms at Treehaven). Violation of this policy can result in removal from the program in addition to any university sanctions through the Dean of Students office.

Policies are subject to change and will be reviewed at the session orientations.

Your address if located at Treehaven:

ATTN: Your Name
Treehaven
W2540 Pickerel Creek Road
Tomahawk, WI 54487

Treehaven telephone number is 715-453-4106 for the main office.

Driving Directions to Treehaven (Session 1 and 2)

W2540 Pickerel Creek Drive, Tomahawk, WI 54487

From North:

Take I-39/Hwy 51 to Highway A (Exit #231). Left on Highway A. Continue on Hwy A (east). Hwy A will intersect with Hwy H (Stay on Hwy A, left at stop sign). Go about 2 miles and take a Right on Pickerel Creek. Treehaven is located at the end of the road.

or

Take Hwy 17 to Hwy A. You will take a Right onto Hwy A. Continue on Hwy A (west) and take a Left on Pickerel Creek. Treehaven is located at the end of the road.

From South:

Take I-39/Hwy 51 to Hwy A (Exit #231). Right on Highway A. Continue on Hwy A (east). Hwy A will intersect with Hwy H (Stay on Hwy A, left at stop sign). Go about 2 miles and take a Right on Pickerel Creek. Treehaven is located at the end of the road.

or

Take Hwy 17 to Hwy A. You will take a Left onto Hwy A. Continue on Hwy A (west) and take a Left on Pickerel Creek. Treehaven is located at the end of the road.

CAUTION

When approaching the Intersection of County Road A and County Road H, stay on County Road A. **Do not drive straight onto Drott Road.** This private, gated road leads to Case Industrial property. Please turn around and continue traveling Northeast-bound on County Road A until you see Pickerel Creek Road on your right.

Please follow this link (<https://www.uwsp.edu/cnr-ap/treehaven/Pages/Directions.aspx>) for more detailed directions from Eagle River, Minocqua, Tomahawk, Madison, or Milwaukee.