

HORT 3910 Internship Agreement Form
Horticulture Department
University of Georgia

Student intern name: _____

Faculty advisor: _____

Internship Requirements:

1. Ten weeks and 20 hours of work per week minimum
2. Weekly log detailing duties and observations.
3. Internship report: Three to five-page, double-spaced, one-inch-margin paper evaluating the following applicable/available facets of the company

A. Introduction:

Name and address of company
Name of immediate supervisor

B. Business management:

Organization - corporation, partnership, sole proprietorship
Goals or marketing niche of company
Marketing - displays, pricing, advertising, customer relations
Accounts receivable - how are accounts collected or paid
Purchasing decisions - products, plants, equipment

C. Production or Maintenance:

Planting-procedures
Height control - pruning, mowing, dwarfing
Growing media - components, amendments
Equipment-types, daily maintenance practices
Irrigation - system, frequency
Fertilization - rates, frequency
Problem Diagnosis - scouting
Pest Control - weeds, diseases, insects
Postharvest handling - storage, shipment

D. Labor

Description of labor force and hierarchical organization.
Training
Incentives - pay and benefits
Safety issues
Personnel problems

Agreement: I have read and understood the above requirements.

Student Signature: _____