

**HORT 3910 Internship Agreement Form
UGA Horticulture Department**

Semester:

Student Intern Name:

Faculty advisor:

Company Name:

Company Contact Information:

Supervisor:

Internship Requirements:

1. Ten weeks and 20 hours of work per week minimum
2. Weekly log detailing duties and observations.
3. Internship report: 3-5-page, double-spaced, 12-point font, one-inch-margin pper, responding to the following topics (paper is due by the last day of classes of the semester internship undertaken)

A. 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)

B. Production or Maintenance:

Plant care procedures, daily maintenance practices
Growing media (components, amendments)
Equipment (types used)
Irrigation - system, frequency
Problem Diagnosis (scouting) and Pest Control - weeds, diseases, insects
Post-harvest handling (storage, shipment)

C. Labor:

Description of labor force and hierarchical organization
Training; Incentives (pay and benefits)
Safety issues
Personnel problems

D. The big questions:

What would you different if you owned the company?
What is the most import thing(s) or lesson(s) you learned?
How has this experience affected your horticulture career?

Agreement: I have read and understood the above requirements.

Student Signature:

Date:

Faculty Advisor Signature:

Date: