

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

Semester:

Student Intern Name:

Faculty advisor:

Company Name:

Supervisor:

Supervisor Contact Email:

Company Contact Phone:

Internship Requirements:

1. 150 hours total (Minimum 10 weeks long and at least 10 hours per week)
2. Weekly log detailing duties and observations.
3. Internship report: 3-5-page, double-spaced, 12-point font, one-inch-margins, responding to the following topics (paper is due by Reading Day 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 (respond to all those that apply):

Plant care procedures, or 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 do different if you owned the company?

What is (are) the most important thing(s) or lesson(s) you learned?

How has this experience affected your intended horticulture career?

Agreement: I have read and understood the above requirements.

Student Signature:

Date: