

Horticulture and Turfgrass Internships

Hort 271/471

Internship Guidelines and Deadlines:

- The Internship Agreement Form can be downloaded from the Horticulture website: <http://www.clemson.edu/hort>
- The student should contact the potential employers directly to apply for internship opportunities. Different sources are available with organizations, faculty members, and former interns. A list of available internships is posted on the Horticulture website. **If you are currently working or have worked for a company before, it is not acceptable to do an internship with that company; generally, the internship will not be approved.**
- If the student has questions about their internship, he/she should meet with the internship advisor (Hort—Dr. Ted Whitwell; Turfgrass—Dr. Haibo Liu) to discuss the internship.
- It is the student's responsibility to get all of the signatures on the Internship Agreement Form. The form must be signed by the student, employer, Advisor and Department Chair.
- You must complete all the information on the Internship Agreement Form, obtain all signatures, and return the form to Opal Rousey in Room 171 P&AS. After she receives the form with all signatures, she will register you for the Internship. All agreement forms must be returned by **May 15. NO FORMS will be accepted after this date. NO EXCEPTIONS!**
- The syllabus contains all the information about the internship:
 - employer and student responsibilities
 - university responsibilities
 - due dates for reports
 - web summary
 - seminar
 - internship grading system
- Two reports are required by the student. The report outlines will be posted on the website. The reports must be returned to Linda Alexander (lalxndr@clemson.edu) by the deadline. Due dates for the reports are:
 - Report I—June 29
 - Report II—August 1
- Two evaluations of the student should be completed by the employer. Evaluation forms will be sent to the employer by fax or email and should be returned to Linda Alexander by the deadline. Deadlines for evaluations are as follows:
 - Mid-term – June 29
 - Final– August 1