Internship Application Form
Agribusiness Department

Name_______________________________ Employer _______________________

Location______________________________________________________________

Quarters/year intern will enroll: _____________ Units Requesting:__________

Hours working per week: ________________ Rate of pay: ________________

Where did you learn of this internship? __________________________________

Was this a posted internship by the company? _____________________________
(If so, please attach internship posting)

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To receive academic credit for an internship through AGB 339, students must do three things:

1. Complete the pre-approval documents BEFORE starting the internship.
2. Provide a letter from employer stating hours worked and rate of pay.
3. Enroll in AGB 339 during the quarter in which the internship takes place.

Important Notes:

Students will not be given retroactive credit for completing an internship.

To comply with State and Federal regulations, the Agribusiness department will only approve paid internships for academic credit.

The student will receive an RP grade at the end of enrollment periods unless a final report has been submitted. Upon submission of a final report, the grade will be changed to a CR credit.

All grade changes must be processed before one year has expired from assignment of the original grade (as per University policy).

Students on academic probation are not eligible to receive academic credit for their internship.

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Approval Signatures:

Student __________________________ Academic Advisor_____________________

Internship Coordinator/Department Chair______________________________

1. Internship Application Form.docx