



Internship Application

PERSONAL INFORMATION *(Please type or print clearly)*

Name: _____ Date of Birth: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Best time to contact you: _____

E-mail: _____ Student ID#: _____

Major: _____ Current Level: _____

Which internship are you applying for? Horticulture and Landscape Management ☐ Student Farm ☐ Both ☐

Have you participated in other programs or volunteered at Rutgers Gardens? ☐ YES ☐ NO

If yes, please list: _____

Do you have a driver's license? ☐ YES ☐ NO

Have you taken Rutgers Defensive Driving/other (please list)? ☐ YES ☐ NO ☐ OTHER _____

What is your anticipated mode of transportation? _____

Do you have any allergies/serious medical conditions? ☐ YES ☐ NO If yes, please list: _____

EMERGENCY CONTACTS *(Must be responsible adults over 18 who speak English and can be easily reached during the workday)*

1.) Name: _____

Day Phone: _____ Relationship: _____

2.) Name: _____

Day Phone: _____ Relationship: _____

PREVIOUS EXPERIENCE

Job Title: _____ Dates worked: _____

Description: _____

(continued on next page)

Job Title: _____ Dates worked: _____

Description: _____

List any special skills or qualifications: _____

List any honors or awards you have received: _____

Tell us about yourself. (Ex: Why are you interested in this internship? How does it fit into your career goals? What do you hope to learn? What strengths/skills will help you with this job? Do you hold any leadership roles or do volunteer work?)

OTHER REQUIRED MATERIALS

1.) Letter of Recommendation

Obtain a recommendation from a teacher, counselor, advisor, supervisor, or someone who has worked with you. This individual should email or mail the letter directly to Rutgers Gardens Assistant Director Maxine Marvosa (see below for contact information).

2.) Student Transcript

Please provide a copy of your current transcript—does NOT have to be a sealed, official transcript.

Completed applications must be received by March 8th.

Email application to Maxine Marvosa at: mam851@sebs.rutgers.edu

Or mail to Maxine's attention at:

Rutgers Gardens
112 Log Cabin Road
North Brunswick, NJ 08902
Phone: 848-932-7000