

ESSAY EDITING ETHICS POLICY

GOVERNING STANDARDS FOR COLLEGE APPLICATION ESSAY GUIDANCE, EDITORIAL FEEDBACK, AND STUDENT AUTHORSHIP

Prepared for the Professional Educational Consulting Practice
Dr. Nathan Hurwitz – College Admissions Consultant, Hurwitz Consulting, Limited Liability
Company

SECTION I

PREAMBLE AND PURPOSE OF POLICY

This Essay Editing Ethics Policy (hereinafter referred to as the “Policy”) is established by Dr. Nathan Hurwitz – College Admissions Consultant, Limited Liability Company (hereinafter referred to as the “Consultant,” the “Educational Consultant,” or the “Consulting Firm”) for the purpose of defining the ethical, professional, and procedural standards governing all forms of editorial assistance, essay coaching, narrative development guidance, and written communication advisory services provided to students participating in the college admissions consulting services offered by the Consulting Firm.

The college admissions essay occupies a central and uniquely sensitive role within the modern admissions process utilized by colleges and universities throughout the United States and internationally. Admissions essays serve as a primary vehicle through which applicants communicate their experiences, intellectual curiosity, personal growth, values, and perspectives to admissions committees.

Institutions of higher education rely upon the authenticity of such essays to evaluate the character, voice, insight, and reflective capacity of applicants. As a result, the integrity of the essay writing process is essential not only to individual applicants but also to the broader ethical framework of the college admissions system.

The Consulting Firm recognizes that students often seek guidance during the essay development process and that responsible coaching can play a legitimate and constructive role in helping students organize their thoughts, refine their ideas, and communicate their experiences more effectively.

However, the Consulting Firm also recognizes that editorial assistance must be conducted within strict ethical boundaries that preserve the authenticity, originality, and intellectual ownership of the student's written work.

This Policy therefore establishes comprehensive ethical guidelines governing the nature and limits of editorial assistance that may be provided by the Consultant.

The purpose of this Policy is to ensure that all essay guidance provided by the Consulting Firm adheres to the highest standards of academic integrity, ethical advising, and professional conduct.

SECTION II

STATEMENT OF ETHICAL PRINCIPLES

The Consulting Firm affirms that the fundamental ethical principle governing all essay editing and narrative coaching services is the preservation of the student's authentic voice and intellectual authorship.

In accordance with this principle, the Consulting Firm adheres to the following core ethical commitments:

1. The student shall remain the sole author of all application essays submitted to colleges or universities.
2. Editorial assistance shall be limited to guidance, feedback, and suggestions that support the student's development as a writer without substituting the Consultant's voice for that of the student.
3. The Consultant shall not compose essays on behalf of students or materially alter the student's voice in a manner that compromises authenticity.
4. The Consultant shall not fabricate, embellish, or invent personal experiences, accomplishments, or events for inclusion in student essays.
5. The Consultant shall not assist students in misrepresenting facts, achievements, or personal history within application materials.
6. All essay feedback shall be provided with the objective of helping students articulate their own ideas more clearly rather than replacing those ideas with externally generated narratives.

These ethical principles reflect widely recognized standards within the educational consulting profession and align with the expectations of institutions of higher education regarding student-authored application materials.

SECTION III

SCOPE OF ESSAY EDITING SERVICES

The Consulting Firm provides essay coaching and editorial guidance as part of its broader college admissions advisory services.

Such services may include, but are not limited to:

- Brainstorming sessions designed to help students identify meaningful personal experiences and themes for essay development.
- Structural guidance regarding the organization of narrative essays.
- Feedback regarding clarity of ideas, narrative coherence, and logical progression of thought.
- Suggestions related to tone, voice, and stylistic effectiveness.
- Identification of grammatical errors, punctuation issues, and mechanical writing concerns.
- Recommendations regarding sentence structure and readability.
- Guidance regarding the effective use of personal reflection and introspection.
- Assistance with refining essay focus to ensure alignment with the prompt provided by the institution.

The Consultant may also provide commentary regarding the effectiveness of storytelling techniques, the clarity of personal reflection, and the overall coherence of the narrative presented by the student.

However, the scope of such services shall remain strictly limited to advisory feedback and coaching.

Under no circumstances shall the Consultant produce original written content intended to replace or substantially substitute the student's own writing.

SECTION IV

PROHIBITED EDITORIAL PRACTICES

In order to maintain the ethical integrity of the college admissions process, the following practices are strictly prohibited under this Policy.

The Consultant shall not:

Compose or ghostwrite application essays on behalf of students.

Substantially rewrite essays in a manner that replaces the student's voice with the voice of the Consultant.

Insert personal experiences, anecdotes, or reflections that were not originally conceived by the student.

Create fabricated stories, experiences, or accomplishments for inclusion in essays.

Rewrite essays in such a manner that the final product no longer represents the student's authentic language patterns or expressive style.

Provide prewritten essay templates intended to be submitted as original student work.

Produce essays designed for direct submission by the student without significant independent authorship by the student.

Engage in any practice that may reasonably be interpreted as academic dishonesty or misrepresentation within the admissions process.

These prohibitions apply equally to all forms of written application materials, including but not limited to personal statements, supplemental essays, scholarship essays, honors program essays, portfolio statements, and written responses to application prompts.

SECTION V

STUDENT AUTHORSHIP REQUIREMENT

The Consulting Firm affirms that the student must retain full authorship of all essays submitted to colleges and universities.

Students participating in essay coaching services must therefore:

Generate their own essay drafts independently.

Express their ideas, experiences, and reflections in their own words.

Maintain intellectual ownership of the narrative content presented in their essays.

The Consultant may provide suggestions, questions, and editorial observations; however, the student remains responsible for revising the essay in accordance with such feedback.

The student must be actively engaged in the writing process and must perform all substantive writing tasks independently.

SECTION VI

ROLE OF EDITORIAL FEEDBACK

Editorial feedback provided by the Consultant shall be designed to facilitate the student's development as a writer and communicator.

Such feedback may include:

Questions intended to encourage deeper reflection.

Observations regarding narrative clarity.

Suggestions regarding structural improvements.

Identification of grammatical or mechanical issues.

Recommendations regarding word choice and phrasing.

Encouragement to expand or clarify certain ideas.

The purpose of such feedback is to guide the student toward producing stronger and more effective written work through independent revision.

The Consultant's role is therefore analogous to that of a writing mentor or teacher rather than that of a co-author or ghostwriter.

SECTION VII

LIMITATION ON NUMBER OF EDITING PASSES

In order to maintain ethical editorial boundaries, the Consulting Firm may limit the number of comprehensive editorial reviews provided for a single essay.

Multiple rounds of feedback may be provided; however, such feedback shall focus on guiding the student's revisions rather than rewriting the essay.

The Consultant reserves the right to decline additional editing requests if further editorial intervention would risk compromising the student's authorship or independence.

SECTION VIII

AUTHENTIC VOICE PRESERVATION

The Consulting Firm recognizes that the authenticity of the student's voice is a critical component of the college admissions essay.

The Consultant shall therefore make reasonable efforts to preserve the student's natural writing style, tone, and expressive patterns.

Editorial feedback shall not attempt to impose stylistic uniformity or professional polish that exceeds what would reasonably be expected of a student writer.

The Consultant shall encourage clarity and effective communication while respecting the individuality of the student's voice.

SECTION IX

TRANSPARENCY WITH CLIENTS

The Consulting Firm shall communicate the principles contained in this Policy clearly to all clients participating in essay coaching services.

Students and families shall be informed that the Consultant's editorial assistance will adhere strictly to ethical standards designed to preserve academic integrity.

The Client acknowledges and agrees that the Consulting Firm will not provide services that violate these standards.

SECTION X

ALIGNMENT WITH INSTITUTIONAL EXPECTATIONS

Many colleges and universities explicitly require that application essays be written by the student and reflect the student's own ideas and experiences.

The Consulting Firm affirms its commitment to aligning essay coaching services with these institutional expectations.

The Consultant shall not engage in any practice that may place students at risk of violating admissions policies or institutional honor codes.

SECTION XI

COMMITMENT TO ACADEMIC INTEGRITY

The Consulting Firm affirms that academic integrity constitutes a foundational principle of the educational process and that the college admissions system depends upon the truthful, authentic, and independent presentation of student achievements, experiences, and intellectual contributions.

In providing essay coaching and editorial feedback services, the Consulting Firm shall operate in strict accordance with the ethical norms governing academic honesty, student authorship, and truthful representation.

The Consultant acknowledges that admissions essays are not merely writing exercises but are also evaluative instruments used by institutions of higher education to assess the intellectual curiosity, personal character, maturity, and reflective capacity of applicants.

Accordingly, any form of editorial assistance that compromises the authenticity or originality of a student's written submission may undermine the integrity of the admissions process.

The Consulting Firm therefore commits to maintaining the highest standards of academic integrity in all interactions with students and families.

The Consultant shall actively discourage any conduct that could reasonably be interpreted as academic dishonesty, misrepresentation, or unethical manipulation of application materials.

SECTION XII

PROHIBITION OF PLAGIARISM

The Consulting Firm strictly prohibits plagiarism in all forms of student writing submitted for college admissions purposes.

For the purposes of this Policy, plagiarism shall be understood to include, but not be limited to:

The use of written language, ideas, narrative structures, or creative expressions derived from another individual or source without proper attribution.

The copying or paraphrasing of essays, articles, literary works, online materials, or previously submitted application essays.

The incorporation of phrases, sentences, or narrative passages generated by third parties without appropriate acknowledgment.

The submission of essays created by artificial intelligence systems, ghostwriters, or other external sources that do not represent the student's independent intellectual work.

Students participating in consulting services must ensure that all essay content reflects their own original thought and expression.

If the Consultant becomes aware of language or material that appears to have been copied from external sources, the Consultant reserves the right to request clarification from the student and may decline further editorial assistance until concerns regarding originality have been satisfactorily addressed.

SECTION XIII

FACTUAL ACCURACY AND REPRESENTATION OF PERSONAL EXPERIENCES

The Consulting Firm requires that all factual statements contained within student essays accurately reflect the student's genuine experiences, accomplishments, and personal history.

Students must not fabricate events, exaggerate achievements, or misrepresent personal circumstances for the purpose of strengthening their application narratives.

Examples of prohibited misrepresentations include, but are not limited to:

The invention of volunteer activities or community service experiences.

The exaggeration of leadership roles or organizational responsibilities.

The fabrication of awards, honors, or academic recognitions.

The creation of fictional personal hardships, challenges, or adversities.

The Consultant shall not assist students in developing narratives based upon fabricated or exaggerated information.

If the Consultant becomes aware that a student intends to submit materially false information within an application essay, the Consultant reserves the right to decline further editorial assistance.

SECTION XIV

RESPONSIBILITY OF THE STUDENT

Students participating in essay coaching services shall retain primary responsibility for the content and authorship of all written materials submitted to colleges and universities.

Students must:

Develop essay drafts independently.

Ensure the accuracy of all factual information presented within their essays.

Engage actively in the revision process in response to editorial feedback.

Maintain intellectual ownership of the narrative themes and reflections expressed within their writing.

Students must not rely upon the Consultant to generate original written material intended for direct submission.

The Consultant's role is limited to providing guidance, feedback, and suggestions that assist the student in strengthening their own writing.

SECTION XV

RESPONSIBILITY OF PARENTS AND GUARDIANS

Parents and guardians frequently play an important role in supporting students during the college admissions process. However, the Consulting Firm emphasizes that the student must remain the primary author of all application essays.

Parents and guardians shall refrain from composing essays on behalf of the student, rewriting substantial portions of the student's writing, or directing the student to present narratives that do not authentically reflect the student's experiences.

The Consulting Firm encourages parents and guardians to provide emotional support, encouragement, and logistical assistance while respecting the student's ownership of the writing process.

Parents and guardians shall acknowledge that the Consultant's ethical obligations prohibit participation in ghostwriting or misrepresentation.

SECTION XVI

USE OF ARTIFICIAL INTELLIGENCE AND AUTOMATED WRITING SYSTEMS

The Consulting Firm recognizes that emerging technologies, including artificial intelligence writing tools, automated text generation systems, and algorithmically generated content platforms, are increasingly accessible to students.

The Consulting Firm therefore establishes the following guidelines regarding the use of such technologies.

Students shall not submit essays that are generated wholly or primarily by artificial intelligence systems.

Students may use general writing tools that assist with grammar, spelling, or readability; however, the conceptual development, narrative structure, personal reflection, and intellectual substance of the essay must originate from the student.

Students must ensure that the use of digital writing assistance does not replace their independent authorship.

The Consultant may advise students regarding the ethical implications of using such technologies and may decline to provide editorial assistance for essays that appear to have been generated primarily through automated systems.

SECTION XVII

CONFIDENTIALITY OF STUDENT MATERIALS

The Consulting Firm acknowledges that application essays frequently contain sensitive personal information, including reflections on family experiences, personal challenges, intellectual development, and emotional growth.

The Consultant shall treat all student writing materials as confidential educational records and shall make reasonable efforts to protect the privacy of such materials.

Student essays shall not be shared with third parties without the explicit permission of the student and the student's parent or guardian when applicable.

The Consultant may retain copies of essays for internal educational purposes, including the improvement of coaching practices, provided that such materials are stored securely and not publicly distributed.

SECTION XVIII

CONSULTANT ETHICAL OBLIGATIONS

The Consultant affirms a professional obligation to conduct essay coaching services in a manner that reflects the highest standards of educational ethics.

The Consultant shall therefore:

Provide honest and constructive feedback intended to support student development.

Encourage students to reflect deeply on their own experiences rather than adopting externally imposed narratives.

Avoid imposing personal biases, political views, or ideological perspectives within the student's writing.

Respect the individuality and authenticity of each student's voice.

Decline requests for services that violate the ethical principles outlined within this Policy.

The Consultant's professional responsibility extends beyond technical editing to the preservation of ethical standards within the admissions process.

SECTION XIX

ETHICAL REVIEW AND CONSULTANT DISCRETION

The Consultant reserves the right to review essay drafts and determine whether continued editorial assistance would remain consistent with the ethical principles established by this Policy.

If the Consultant determines that a requested editorial intervention would compromise the authenticity of the student's authorship or violate institutional expectations regarding student-written essays, the Consultant may decline to perform such editorial work.

This discretion shall be exercised in good faith with the objective of preserving the integrity of the student's application materials.

SECTION XX

INSTITUTIONAL HONOR CODES AND ADMISSIONS POLICIES

Many colleges and universities maintain honor codes, admissions integrity policies, and ethical standards governing the submission of application materials.

The Consulting Firm acknowledges that such policies may explicitly require that application essays be written solely by the applicant.

Students participating in consulting services must therefore ensure that their application materials comply with the admissions policies of each institution to which they apply.

The Consultant shall make reasonable efforts to remain informed regarding common institutional expectations related to essay authorship; however, the student bears ultimate responsibility for ensuring compliance with institutional policies.

SECTION XXI

CONSEQUENCES OF ETHICAL VIOLATIONS

If the Consultant becomes aware of conduct that violates the ethical principles established within this Policy, the Consultant reserves the right to take appropriate action.

Such action may include:

Suspending essay editing services.

Requesting revisions that restore the authenticity of the student's writing.

Declining further participation in the essay development process.

Terminating consulting services in cases of repeated or deliberate ethical violations.

The Consulting Firm shall not participate in conduct that may reasonably be interpreted as academic dishonesty or misrepresentation.

SECTION XXII

EDUCATIONAL PURPOSE OF ESSAY COACHING

The Consulting Firm affirms that essay coaching is intended not only to assist students in preparing college applications but also to foster the development of effective writing, self-reflection, and narrative communication skills.

The essay development process should therefore serve as an educational experience in which students learn to articulate their ideas, analyze their experiences, and express their values in a thoughtful and authentic manner.

The Consultant shall encourage students to approach essay writing as an opportunity for intellectual and personal growth rather than merely as a strategic exercise within the admissions process.

SECTION XXIII

POLICY ENFORCEMENT AND PROFESSIONAL OVERSIGHT

The Consulting Firm recognizes that the effectiveness of any ethical policy depends upon consistent implementation, transparent expectations, and responsible oversight. Accordingly, the provisions contained within this Essay Editing Ethics Policy shall govern all essay coaching, narrative advising, editorial review, and written communication guidance provided by the Consulting Firm.

The Consultant shall exercise professional judgment in applying the principles contained within this Policy to each client engagement. Such judgment shall be guided by the overarching ethical objective of preserving the authenticity of student authorship and maintaining the integrity of the college admissions process.

All editorial assistance provided by the Consulting Firm shall therefore be conducted in a manner consistent with the ethical boundaries established herein. When evaluating student essays, the Consultant shall consider whether proposed revisions or suggested modifications would reasonably preserve the student's voice, ideas, and intellectual ownership.

If the Consultant determines that a requested level of editorial intervention would exceed appropriate coaching boundaries, the Consultant may decline to perform such intervention. The Consultant shall communicate such decisions to the student and family in a clear and professional manner, explaining the ethical considerations underlying the decision.

The Consultant's refusal to provide editorial assistance that would violate the principles contained within this Policy shall not constitute a breach of any consulting agreement and shall instead represent the Consultant's fulfillment of professional ethical obligations.

SECTION XXIV

CONSULTANT PROFESSIONAL ACCOUNTABILITY

The Consultant acknowledges a professional responsibility to ensure that essay coaching services adhere to widely accepted ethical standards governing academic guidance and educational consulting.

Accordingly, the Consultant shall maintain awareness of evolving professional norms within the educational consulting profession, including guidance provided by professional associations, higher education institutions, and educational ethics organizations.

The Consultant shall continuously evaluate editorial practices to ensure that coaching services remain consistent with these ethical standards.

In fulfilling this responsibility, the Consultant shall strive to:

Encourage student independence in the writing process.

Promote authentic self-expression in narrative development.

Avoid editorial practices that may distort or obscure the student's natural voice.

Provide transparent explanations of the boundaries between coaching and authorship.

Maintain an environment in which students understand the importance of honesty and personal accountability within the admissions process.

The Consultant shall treat essay coaching not merely as a technical editing service but as an educational mentorship process intended to cultivate reflective thinking and effective communication.

SECTION XXV

CLIENT COMPLIANCE WITH POLICY REQUIREMENTS

Students and families who participate in essay coaching services provided by the Consulting Firm shall be expected to comply with the provisions contained within this Policy.

Prior to the commencement of essay editing services, students and parents or guardians shall be informed of the ethical principles governing the Consultant's editorial practices. Clients shall acknowledge that the Consulting Firm will not participate in ghostwriting, fabrication of experiences, or any activity that may compromise the authenticity of student writing.

Students shall agree to produce their own essay drafts and to engage actively in the revision process following the receipt of editorial feedback.

Parents and guardians shall agree not to request editorial practices that violate the principles of this Policy.

Failure to comply with the ethical expectations established herein may result in the suspension or termination of essay editing services.

SECTION XXVI

PROCEDURES FOR ADDRESSING ETHICAL CONCERNS

If ethical concerns arise during the essay development process, the Consultant shall follow a structured procedure designed to protect the integrity of the student's application materials.

Such procedures may include the following steps:

First, the Consultant may communicate directly with the student to clarify concerns regarding authorship, originality, or factual accuracy.

Second, the Consultant may request that the student revise portions of the essay independently in order to restore the authenticity of the narrative voice.

Third, the Consultant may consult with the student's parent or guardian when appropriate in order to ensure that all parties understand the ethical standards governing essay coaching services.

Fourth, if concerns cannot be resolved through clarification or revision, the Consultant may decline further editorial assistance with respect to the affected essay.

These procedures are intended to encourage ethical resolution of concerns while preserving the educational nature of the coaching process.

SECTION XXVII

TERMINATION OF ESSAY EDITING SERVICES

The Consulting Firm reserves the right to terminate essay editing services under circumstances in which continued participation would violate the ethical standards contained within this Policy.

Grounds for termination may include, but are not limited to:

Repeated submission of essays containing fabricated or misleading information.

Requests that the Consultant compose or ghostwrite application essays.

Efforts by the student or family to conceal plagiarism or other forms of academic dishonesty.

Refusal to revise essays in a manner that restores authentic student authorship.

Attempts to pressure the Consultant into violating the ethical principles of this Policy.

In the event that services are terminated for ethical reasons, the Consultant shall provide written notice explaining the basis for the termination.

Termination under such circumstances shall not create liability on the part of the Consultant.

SECTION XXVIII

POLICY REVIEW AND PERIODIC REVISION

The Consulting Firm recognizes that the landscape of college admissions, educational consulting, and digital writing technologies continues to evolve.

Accordingly, this Policy shall be subject to periodic review in order to ensure continued alignment with best practices and institutional expectations.

The Consultant reserves the right to revise, update, or amend the provisions contained within this Policy when necessary to address emerging ethical considerations.

Examples of circumstances that may necessitate revision include:

Changes in college admissions policies regarding essay authorship.

The emergence of new technologies affecting student writing practices.

Updated professional guidelines within the educational consulting field.

Revisions to academic integrity standards adopted by institutions of higher education.

Clients shall be notified when material revisions to the Policy occur.

SECTION XXIX

POLICY INTERPRETATION

In the event of ambiguity regarding the interpretation of any provision contained within this Policy, such ambiguity shall be resolved in favor of preserving student authorship and maintaining the ethical integrity of the admissions process.

The Consultant's interpretation of the ethical boundaries governing essay coaching shall be considered authoritative for the purposes of applying this Policy.

This interpretive authority shall be exercised reasonably and in good faith.

SECTION XXX

RELATIONSHIP TO OTHER CONSULTING POLICIES

This Essay Editing Ethics Policy shall operate in conjunction with other governing documents utilized by the Consulting Firm, including but not limited to:

Client consulting agreements.

Liability waivers.

Academic advising policies.

Confidentiality policies.

Data privacy provisions.

In the event that provisions contained within this Policy conflict with other documents governing the consulting relationship, the provisions most protective of academic integrity and student authorship shall prevail.

SECTION XXXI

ACKNOWLEDGMENT OF EDUCATIONAL PURPOSE

The Consulting Firm affirms that the essay development process represents a meaningful opportunity for students to engage in thoughtful self-reflection and personal narrative construction.

The Consultant, therefore, encourages students to approach essay writing as an educational experience rather than merely a procedural requirement within the admissions process.

Through the process of drafting, revising, and refining their essays, students gain valuable experience in articulating their perspectives, evaluating their experiences, and communicating their values.

The Consultant's role within this process is to support the student's development while ensuring that the final written product remains an authentic expression of the student's voice.

SECTION XXXII

CLIENT ACKNOWLEDGEMENT OF POLICY

By signing below, the student and parent or guardian acknowledge that they have read and understood the provisions contained within this Essay Editing Ethics Policy.

The client acknowledges that the Consulting Firm's essay coaching services will adhere strictly to the ethical standards described in this document.

The client further acknowledges that the Consultant will not provide services that violate the principles of academic integrity or compromise the authenticity of student writing.

SECTION XXXIII

SIGNATURE AND FORMAL ADOPTION

This Essay Editing Ethics Policy shall become effective upon the date of execution by the parties and shall remain in force throughout the duration of the consulting relationship.

STUDENT INFORMATION

Student Name: _____

Student Signature: _____

Date: _____

PARENT OR GUARDIAN INFORMATION

Parent or Guardian Name: _____

Parent or Guardian Signature: _____

Date: _____

CONSULTANT REPRESENTATIVE

Consultant Name:

Dr. Nathan Hurwitz – College Admissions Consultant, Limited Liability Company

Authorized Representative Signature: _____

Printed Name: _____

Title: _____

Date: _____
