

CLIENT SERVICES AGREEMENT

PROFESSIONAL ADMISSIONS CONSULTING SERVICES CONTRACT

For Clients of

Dr. Nathan Hurwitz – College Admissions Consultant, Hurwitz Consulting, LLC

ARTICLE I

PARTIES, EFFECTIVE DATE, AND LEGAL STATUS

This **Client Services Agreement** (hereinafter referred to as the “Agreement”) is entered into by and between **Dr. Nathan Hurwitz – College Admissions Consultant, Hurwitz Consulting, LLC**, a Pennsylvania limited liability company (hereinafter referred to as the “Consultant”), and the undersigned student applicant together with any parent, guardian, or other individual responsible for payment or participation in the consulting services described herein (collectively referred to as the “Client”).

This Agreement shall become effective on the date upon which it is executed by the Client.

For purposes of this Agreement, the term “**Consultant**” includes:

- Dr. Nathan Hurwitz
- employees of the Consultant
- independent contractors engaged by the Consultant
- affiliated advisors or specialists providing services under the Consultant’s supervision

For purposes of this Agreement, the term “**Client**” includes:

- the student applicant
- any parent or guardian of the student
- any individual responsible for payment for services
- any individual directing the consulting relationship

Execution of this Agreement constitutes a legally binding contract between the parties.

ARTICLE II

PURPOSE AND SCOPE OF SERVICES

The Consultant provides professional college admissions consulting services designed to assist students in navigating the college application process.

Such services may include strategic guidance related to:

- college list development
- admissions strategy
- extracurricular planning
- essay brainstorming and editorial feedback
- application organization
- interview preparation
- admissions timeline planning
- portfolio preparation for specialized programs
- guidance regarding recommendation letters

The purpose of this Agreement is to establish the terms governing the provision of such services.

This Agreement defines the responsibilities of both the Consultant and the Client.

ARTICLE III

NATURE OF CONSULTING SERVICES

Admissions consulting services are advisory in nature.

The Consultant provides guidance, mentorship, and strategic planning based on professional experience in higher education and admissions consulting.

The Consultant does not act as:

- an admissions officer
- a representative of any college or university
- a guarantor of admissions outcomes
- a legal advisor regarding admissions policies

Admissions decisions are made solely by colleges and universities.

The Consultant does not control or influence admissions committees.

ARTICLE IV

DESCRIPTION OF CONSULTING PROGRAM

The consulting services provided may include a variety of components depending upon the specific program or service package selected by the Client.

These components may include:

Admissions Strategy Development

Development of an overall admissions strategy tailored to the student's academic profile, interests, and goals.

College List Development

Assistance with identifying appropriate colleges based on academic fit, institutional characteristics, and admissions competitiveness.

Application Planning

Guidance regarding application timelines, requirements, and deadlines.

Essay Development

Brainstorming sessions, structural guidance, and editorial feedback related to personal statements and supplemental essays.

Application Review

Review of application materials prior to submission.

Interview Preparation

Preparation for admissions interviews where applicable.

ARTICLE V

STUDENT RESPONSIBILITIES

The student remains responsible for completing all application materials.

The student must:

- write their own essays
- provide accurate information in application forms
- meet application deadlines
- request recommendation letters

The Consultant provides guidance but cannot assume responsibility for completion of application tasks.

ARTICLE VI

ROLE OF PARENTS OR GUARDIANS

Parents and guardians play a supporting role in the admissions process.

Parents may assist students by:

- helping manage scheduling logistics
- ensuring that application fees are paid
- assisting with financial aid forms

However, the student must remain actively engaged in the application process.

ARTICLE VII

COMMUNICATION AND MEETING STRUCTURE

Consulting sessions may be conducted through video conferencing platforms.

Sessions may include discussion of:

- application strategy
- essay development

- admissions timelines
- college selection

Clients are responsible for ensuring reliable internet access.

ARTICLE VIII

FEES AND PAYMENT TERMS

Fees for consulting services shall be determined according to the service package selected by the Client.

Payment may be structured as:

- hourly consulting services
- fixed consulting packages
- installment payment plans

Payment schedules will be specified in writing.

Failure to comply with payment terms may result in suspension of services.

ARTICLE IX

REFUND POLICY

Because consulting services involve the investment of professional time and expertise, refunds may be limited.

Refunds may be available only for unused services.

Administrative fees may apply.

ARTICLE X

CONFIDENTIALITY

The Consultant agrees to maintain the confidentiality of student records and application materials.

Confidential information may include:

- academic transcripts
- essays
- recommendation letters
- personal statements

Such information will not be disclosed to third parties without the Client's consent except where required by law.

ARTICLE XI

INTELLECTUAL PROPERTY

All consulting materials, frameworks, templates, and planning documents developed by the Consultant remain the intellectual property of the Consultant.

Clients may use such materials only for personal educational purposes.

Clients may not reproduce, distribute, or commercialize such materials.

ARTICLE XII

LIMITATION OF LIABILITY

To the fullest extent permitted by law, the Consultant shall not be liable for admissions outcomes.

Admissions decisions are made by colleges and universities.

The Consultant's role is advisory.

ARTICLE XIII

ASSUMPTION OF RISK

The Client acknowledges that the college admissions process involves inherent uncertainty.

Even highly qualified applicants may be denied admission to selective institutions.

The Client accepts this risk when engaging consulting services.

ARTICLE XIV

FORCE MAJEURE

The Consultant shall not be liable for delays caused by events beyond reasonable control, including:

- natural disasters
 - internet outages
 - public health emergencies
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ARTICLE XV

DISPUTE RESOLUTION

Any dispute arising under this Agreement shall be resolved through binding arbitration in the Commonwealth of Pennsylvania.

ARTICLE XVI

GOVERNING LAW

This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania.

ARTICLE XVII

ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties.

No oral representations shall modify its terms.

ARTICLE XVIII

SIGNATURES

Student Name: _____

Student Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Consultant:

Dr. Nathan Hurwitz – College Admissions Consultant, LLC

Date: _____