

Fees for Services, Terms of Payment, Additional Services.

Services will not begin until payment is received. We will ensure timely invoicing, payment confirmation, and related communication.

Our Representations, Warranties and Disclaimers.

Justice Analytic Services (hereafter “JAS”) provides review, editing, and consultation (hereafter “Services”) to help Client’s optimize the speed and quality of their Dissertation, Thesis, Scientific publication, or similar work (hereafter “Project”).

(a) JAS represents that it has the necessary experience and skill to perform agreed upon Services.

(b) JAS does not author research material, code, tables and graphics, or complete other work *for* the Client; we are not ghost writers or a path to sidestep required skill acquisition of the Client. JAS believes in and adheres to academic integrity.

(c) Instead, JAS may provide oral or written examples, recommendations, lessons, templates, and suggestions as to third party products (e.g., software) to help the Client make their project more valuable and efficient. These Services are not warranties. The Client is solely responsible for assessing any recommendation and deciding if and how to implement.

(d) JAS is not responsible for any damages to the Client or for any damages to a third party on account of the implementation of any recommendation we provide.

(e) A Client’s success in their Project is not guaranteed. Success depends on the Client’s hard work, a Client’s ability to achieve the appropriate skill levels implied by their university evaluation process, coordination with other parties such as a dissertation chair, and meticulous care with respect to Project requirements stated by a university (to include being aware of and following deadlines). There is no guarantee that Client’s dissertation will be accepted, or that Client will duplicate any results of our other clients.

(f) JAS is not responsible for any actions brought against the Client due to the recommendations, modifications, suggestions or any other actions the Client takes as a result of our Services.

(g) JAS represents that all information and works of authorship provided by the Client to us will be kept confidential.

(h) If JAS becomes aware of an aspect of a service we are not able to perform, the Client will be notified and a full refund for that particular service will be issued.

Client’s Responsibilities.

1. Client agrees to use their best efforts to attend each scheduled coaching session and/or workshop as prepared as possible. This includes, but is not limited to, completing all assignments from previous coaching sessions and/or workshops, incorporating techniques and suggested edits provided in workshops, coaching sessions and/or editing sessions, and being ready to discuss the results of such activities.
2. Client agrees to consistently attend scheduled meetings on time and notify JAS at least twenty-four (24) hours in advance of any schedule changes or appointment cancellations.

Client understands that it is responsible for our hourly fee for any missed appointment or for failing to cancel an appointment with twenty-four (24) hour notice (\$200/hour). JAS, in its sole discretion, may waive this charge. JAS, in its sole discretion, may allocate and collect this charge in the form of a deducted prepaid coaching session or hourly rate fee charge.

3. Client agrees to only use our services for lawful purposes.
4. Client agrees to follow all JAS policies and procedures.
5. Client agrees to clear, complete and timely communication regarding Services, changes in requirements, and modifications of Service requests. Client must communicate with us and provide responses to communications and requests for information in a timely manner.
6. Regarding services provided: (1) It is the responsibility of the Client to review oral or written services provided, and either incorporate or reject that advice in a thoughtful and intentional manner. (2) If the Client rejects a suggestion made by JAS, the Client will document and share the rationale for that decision with us prior to future Services being rendered. This helps ensure any future service provided by us are efficient, effective, and re-directed toward results the Client desires. It ensures the Client does not receive the same advice in a future draft.

Client's Representations and Warranties.

1. Client represents and warrants that all works presented to us are produced by the Client and original or properly cited. The Client's will ensure that ideas or material taken from another source are properly cited. Client acknowledges that **JAS does not engage in ghost writing, endorse plagiarism, or absolve the Client from responsibility of obtaining all skills and abilities contained in the final iteration of their Project.**
2. Client represents and warrants that all information provided to JAS is true and accurate, to include technical information that is an aspect of the Project as well as administrative requirements or information provided by third parties such as the Client's university. Client understands that JAS will rely on the information provided by Client in order to complete the Services and that Client is solely responsible for any errors or damages caused by our reliance on inaccurate information and for any additional fees incurred as a result of reliance on said information.
3. Client acknowledges that the Client may receive confidential and proprietary information from JAS as part of the Services to be performed under this Agreement. This material may include but is not limited to videos, emails, processes, checklists, spreadsheets, templates and memorandums. Client represents and warrants that the Client will treat all information and materials received from us as confidential and will not reproduce, share or sell any material received from us.

Cancellation Policy.

Coaching sessions can be rescheduled. Client is required to provide notice 24 hours in advance to reschedule a coaching session. Half of the time allotted for the coaching session will be deducted

from the Client's remaining coaching hours *if a scheduled coaching session is not canceled at least 24 hours in advance.*

Failure to attend a coaching session, late for a coaching session.

If the Client does not attend a scheduled coaching session or if the Client is late for a scheduled coaching session, the full value of that session will be deducted from the Client's remaining coaching hours.

Termination of coaching services.

Either party may terminate the coaching services provided at any time for failure to honor the above policies. If termination occurs before work has begun, a full refund will be issued. If work has already begun, a 50% refund will be issued. If work has already been completed, a refund will not be issued (but completed work will be provided to the Client).

Please review our [policy on academic integrity](#).

Review our [policy on privacy](#).

JAS reserves the right to terminate our working relationship with a client if these policies are not honored.