

# **NextSteps Journal**

## **TERMS OF SERVICE**

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**If you do not agree to these Terms, do not use or upload to NextSteps Journal.**

## 1. About NextSteps Journal

NextSteps Journal is a student-led, nonprofit organization dedicated to helping high school students explore career interests and academic paths through interviews, research-based publications, workshops, and guided resources. Content is educational in nature and intended for informational purposes only.

NextSteps Journal does not provide legal, medical, financial, or professional advice. Participation does not create any advisory, employment, mentorship, or service relationship.

## 2. Eligibility

NextSteps Journal platforms are intended primarily for high school students, educators, volunteers, and professionals. By using NextSteps Journal, you confirm that:

- You are at least 13 years old
- Any information you provide is accurate and truthful
- You have the authority to participate on behalf of an organization or chapter, if applicable

Parents, guardians, or advisors are responsible for supervising minors where required by school or local regulations.

## 3. Accounts, Submissions, and Fees

Some areas of NextSteps Journal may require submitting applications, forms, articles, interviews, or other materials.

### Submission Fees

Volunteers approved by NextSteps Journal may submit content at no cost. Non-volunteer contributors may submit work for publication with a **non-refundable submission fee of \$10 USD per entry**, provided the submission follows all requirements outlined in the official NextSteps Journal Quality Assurance and Content Standards document.

Payment of a submission fee does not guarantee acceptance, publication, placement, or timing.

## **Review, Editing, and Acceptance**

By submitting content, you agree that:

- You own the content or have permission to submit it
- The content is original, accurate, and not misleading
- The content complies with NextSteps Journal quality, editorial, and ethical standards
- The content does not violate laws, copyrights, privacy rights, school policies, or third-party rights

NextSteps Journal reserves full discretion to review, edit, revise, reject, remove, or decline to publish any submission. Edits may be made for clarity, length, formatting, grammar, factual consistency, or standards alignment without additional consent, provided the original meaning is not materially misrepresented.

Rejected or removed submissions are not entitled to refunds, compensation, or reconsideration.

## **4. Content Ownership, License, and Attribution**

You retain ownership of the content you create. By submitting content to NextSteps Journal, you grant NextSteps Journal a non-exclusive, royalty-free, worldwide license to publish, edit, display, distribute, archive, and promote the content across its platforms for educational and nonprofit purposes.

Accepted contributors will be credited in a manner determined by NextSteps Journal. Placement, prominence, formatting, duration, and timing of publication are not guaranteed and remain at the sole discretion of NextSteps Journal.

## **5. Interviews, Consent, and Confidentiality**

If you participate in or conduct interviews through NextSteps Journal, you are responsible for obtaining clear consent from all interviewees before recording, publishing, or distributing content.

By participating as an interviewee, you grant permission for your responses, name, title, and likeness to be used by NextSteps Journal for publication and educational use unless otherwise agreed in writing.

Submissions should not include confidential, proprietary, or sensitive information. NextSteps Journal does not guarantee confidentiality of submitted materials and is not responsible for information voluntarily disclosed by contributors.

## **6. Chapters, Volunteers, and Conduct**

Chapters, volunteers, and contributors must follow all NextSteps Journal bylaws, policies, branding standards, and conduct guidelines.

NextSteps Journal may suspend, revoke, or limit chapter status, volunteer roles, or platform access if standards are not met or if conduct harms the organization, its students, contributors, or partners.

Participation is voluntary and unpaid unless explicitly stated otherwise.

## **7. Acceptable Use**

You agree not to:

- Misrepresent NextSteps Journal or your affiliation
- Publish false, harmful, or misleading information
- Harass, exploit, or endanger others
- Use the platform for commercial advertising or personal profit without board approval
- Attempt to disrupt, compromise, or misuse NextSteps Journal systems

Violations may result in removal of content, loss of access, or further action.

## **8. Intellectual Property and External Resources**

All NextSteps Journal branding, logos, designs, layouts, and original materials are the property of NextSteps Journal unless otherwise stated. Use of branding or materials outside the platform requires written permission.

Content may reference third-party websites, tools, or resources. NextSteps Journal does not control, endorse, or assume responsibility for external content, availability, accuracy, or practices.

## **9. Privacy**

NextSteps Journal collects limited personal information for operational and educational purposes. Use of the platform is also governed by the NextSteps Journal Privacy Policy. By using the platform, you consent to the collection and use of information as described there.

## **10. Disclaimers and Limitation of Liability**

NextSteps Journal provides content "as is" without warranties of any kind. Career paths, outcomes, and opportunities discussed vary by individual and circumstance. NextSteps Journal does not guarantee results, acceptance, employment, or success.

To the fullest extent permitted by law, NextSteps Journal shall not be liable for indirect, incidental, consequential, or reputational damages arising from use of its platforms, content, editorial decisions, or participation in activities. By submitting content, contributors waive claims related to rejection, editing, delayed publication, or non-publication.

## **11. Termination, Force Majeure, and Governing Law**

NextSteps Journal may suspend or terminate access at any time if these Terms are violated or if continued access would harm the organization or its community.

NextSteps Journal is not responsible for delays, interruptions, or inability to operate due to events beyond reasonable control, including outages, platform failures, institutional restrictions, or legal or operational changes.

These Terms are governed by the laws of the jurisdiction in which NextSteps Journal is legally registered.

## **12. Changes, Severability, and Contact**

NextSteps Journal may update these Terms as the organization evolves. Continued use after changes constitutes acceptance. If any provision of these Terms is found unenforceable, the remaining provisions remain in effect.

## **13. Content Removal Requests**

Contributors may request the removal of their own published content from NextSteps Journal by contacting the organization directly. Removal requests will be reviewed on a case-by-case basis. NextSteps Journal is not obligated to remove content immediately and may retain archived, referenced, or previously distributed versions for record-keeping, nonprofit, or educational purposes. Removal does not entitle contributors to refunds, compensation, or claims.

## **14. Contact**

Questions and requests regarding these Terms may be directed to:

**NextSteps Journal**

Email: [nextstepsjournal@gmail.com](mailto:nextstepsjournal@gmail.com)

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