



JUST BEAT LIFE COACHING CONSULTANCY

(Just Be Extraordinarily Amazing Today)

Business Address: 29 Espeleta Street, Brgy. Buli, Muntinlupa City, NCR, Philippines

Contact Numbers: +639189227805(smart); +639173688598 (globe)

Email: justbeatconsultancyph@gmail.com Website: <https://justbeatconsultancyph.com>

Cognitive-Behavior Mentoring Intake

We are undertaking a voluntary mentoring relationship for our mutual benefit. Our intention is to spend most of our time in effective development activities. To ensure clarity, and to maximize the likelihood of a successful outcome, we have agreed the following terms for this relationship.

Confidentiality. We will honor personal and professional confidences, and we will at all times seek to maintain a relationship built on mutual trust, respect, and confidentiality.

Duration of relationship	<input type="text"/>	Frequency of meeting	<input type="text" value="Once a week"/>
Duration of Meeting	<input type="text" value="20-30 minutes"/>	Face to face/ Virtual	<input type="text" value="Virtual"/>
Location if face to face	<input type="text" value="N/A"/>	Cancellation Preference	<input type="text" value="Website/Email"/>

Contact Information

Mentee name Email

Contact Details

Preferred method and time of contact

Mentor name Email

Contact Details

Preferred method and time of contact



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Progress Reporting Frequency

Once a month

(To determine whether the relationship is mutually beneficial, and whether any aspect needs to be addressed.)

This mentoring agreement sets out the terms of how we will cooperate. We agree to commit to the specified period and to make all efforts in good faith to resolve any issues that arise between us during the term of this agreement.

Mentee's signature /date

Mentor's signature/date

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Mentee's parent/guardian signature/date

Mentee's Objectives

Mentor's Objectives



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Coaching Plan

Mentee Name

Mentor Name

Julie Garcia Nolasco

Date

Development Area	Activity	Measure of Success	Feedback	Further Development



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Mental Mentoring Agreement

This Agreement is entered into by and between: Julie Garcia, Muntinlupa, NCR, Philippines (Mentor) and (Name), (Address) (Mentee) whereby Mentor agrees to provide Mentoring Services for Mentee focusing on the following topics/results/outcomes/goals attached to this Agreement as *Schedule A*.

Description of Mentoring

Cognitive and Behavioral Mentoring is a collaborative process with a continuing relationship between the Mentee and Mentor. The mentoring experience strengthens the Mentee in forming improved cognition and behaviors. The mentoring relationship is strengths-based, forward-looking, and collaborative. It is designed to facilitate the formation/development of personal or professional goals and to develop and carry out a strategy/plan for achieving those goals.

The mentoring program is created and implemented in partnership between the Mentee and Mentor.

The role of the Mentor is to help the Mentee progress toward achieving a goal.

The Mentee and Mentor agree to engage fully in the mentoring experience.

The Mentee understands that mentoring does not involve the diagnosis or treatment of mental disorders as defined by the Psychological Association of the Philippines, and that mentoring is not to be used as a substitute for psychotherapy, mental health care, substance abuse treatment, or other professional advice by legal, medical or other qualified professionals and that it is the Mentee's exclusive responsibility to seek such independent professional guidance as needed.

Confidentiality

The Mentor acquiesces to keep all conversations and information with the Mentee private and confidential, as permissible by law. No personal information will be communicated with anyone without the Mentee's express consent. Exceptions may be made if there is an imminent threat of serious injury to oneself or someone else.

Mentoring Commitment

By entering this relationship, the Mentee and Mentor recognize that the Mentee desires to make a cognitive and behavioral change or some type of improvement in his or her life. Cognitive and Behavioral change often takes time to realize and sustain. The pace of change is inexact and varies amongst individuals. As such, the Mentee and Mentor agree to a minimum of a 1-month commitment with once a week mentoring or total of four meetings.

Mentoring Services/Session Procedures/Cancellation Policy

Mentoring sessions may ensue in person, by phone, through video conference, or over email, depending on the venue or platform that works best for the Mentee and what mentoring package is preferred. The Mentor and Mentee agree to adhere to confirmed appointment times.

The Mentor and Mentee agree to commence and end all appointments on time. If the Mentee is more than 10 minutes late to an appointment, the Mentor will accept that the appointment is cancelled, and the Mentee will be responsible for the full mentoring fee. If the Mentor is more than 10 minutes late to an appointment, the Mentee may presume that the session is cancelled, and the Mentee shall not be responsible for any payment for that session and may be refunded if payment has been made.

The Mentee agrees to cancel or reschedule an appointment at least 24 hours in advance, without a change fee. Any changes or cancellations within 24 hours are subject to a 50% cancellation fee.

Mentoring Fees

Specific mentoring fees and packages are outlined in Schedule 1. For each of these packages, the Coach requests a 1-month commitment from the Client. If the Client desires to terminate the relationship prior to 1 month, at least 10 days advance notice is required for a full refund of remaining sessions.

Fees are payable at the first session, and prior to the coaching services being provided weekly. Payments may be made by electronic funds transfer (EFT).

Binding Effect


This Agreement shall be binding upon the parties hereto.

Please sign both copies and return one copy of this Agreement prior to the first scheduled mentoring meeting.

Julie Garcia Nolasco

Mentor

Date



Mentee

Date

Schedule 1: Mentor Fees

This mentoring agreement is valid as of 09/14/2024. The fee is **Php 500.00** and/or **Php 2000.00** (amount) per month based on (frequency of meetings such as # of meetings per/ week, month, etc.). Payment can be deposited through bank transfer **BPI Current Account No. 0770-0046-67**. Kindly, screenshot payment and email it at justbeatconsultancyph@gmail.com before we proceed with the intake session.

The calls/meetings shall be 20-30 minutes. If rates change before this agreement has been signed and dated, the prevailing rates will apply.