

ICF Frequently Asked Questions

MCC Exam

Who will take the MCC exam?

Beginning in 2007, all MCC applicants, regardless of current credential or ACTP certification status will take the exam. The exam has always been a requirement for Portfolio applicants.

When was this procedure adopted?

The International Coach Federation Board of Directors adopted this new requirement for the MCC credential in 2005 for implementation in 2007.

Is the application time frame the same as it has been?

No, the time frame for the MCC application and exam process will change in 2007.

- In 2007, there will be one exam period for the MCC exam.
- Applications will be accepted April 1 through June 30, 2007 (only).
- Administration of the MCC Exam will take place between July 1 and October 31, 2007.

Do the changes for the MCC credential affect the ACC and PCC credentials?

No, the changes to the MCC credential only pertain to the MCC application and exam.

Have the MCC credential application requirements changed?

The requirements for the MCC credential have not changed.

The following standards will remain:

- 2,500 client hours (10% may be pro bono)
- 200 hours of coach-specific training
- 10 hours of mentor coaching (coaching on your coaching)

Details on what may be required if you are an ACTP certified coach versus a portfolio applicant will be explained in detail when the application is posted on January 1.

When may I apply for the MCC credential?

MCC applications will be accepted from April 1 to June 30, 2007.

What is the MCC Exam?

The ICF MCC Exam consists of three parts:

1. **Written Exam.** Applicants holding a current PCC credential will not be required to take the written exam.

2. **Client Recording.** Each applicant must submit one recording of a client session per instructions on the application form. The recording is submitted along with the application. The recording must demonstrate the applicant's coaching competency in one hour or less.
3. **Live Oral Coaching Demonstration.** Each applicant must sit for a 'not-to-exceed 30 minutes' live oral exam, administered by an assessor team.
4. **Passing the Exam.** In order to be awarded the MCC Credential, an applicant must pass each and all of the three parts of the exam.

Will the MCC exam be given in languages other than English?

Yes. The ICF presently administers the written exam in French and German. We plan for translations to other languages as necessary. The oral exams (recording and live) are administered in at least 12 languages.

What if I don't pass the MCC exam?

If your score falls within the PCC range and you do not already have a PCC credential, you will be offered the PCC. The same is true for the ACC credential.

If you do not pass the MCC exam, the retake for the exam will be as follows:

- If you do not pass the written or oral: you may retake the written exam, live oral and client recording
- If you passed the written but not live oral and client recording: you may retake both live oral and client recording

You will always be required to take both the live oral and client recording even if you passed one of them previously.

Remember, if you apply and hold a PCC credential already, you will not be required to take the written exam.

Will I know my scores?

No. The ICF does not reveal scores to applicants or to anyone else. However, if you do not succeed in passing the MCC exam, you will receive a written letter thoroughly describing the areas that require further growth and development along with an opportunity to have a debriefing with one or both of your assessor team. This conversation with your assessor team is not an opportunity to dispute the results.

Has the standard for grading the exam parts changed?

Yes, for the live oral and client recording. Applicants must meet a more stringent standard of performance.

For applicants who must take the written exam, the standard remains the same for the PCC and MCC.

May I record my live oral exam?

No, you may not record the live oral exam. This coaching conversation is treated as any other would be, with full confidentiality. The assessor team member acting as your client brings an actual situation or issue from his/her life or work.

What assistance will the ICF provide for applicants for the MCC credential?

The ICF will offer many credentialing teleforums prior to and during the application period. Notice of these calls is on the ICF Web site under 'Credentialing' and in the Coaching World newsletter.

In addition, the ICF will soon provide a thorough description of the three credential levels and how each is evaluated. Applicants who pass the technical review (all requirements have been met), will be invited to either a live teleforum or be given access to a recording of a teleforum regarding how to take the exam.

Are there any special recommendations that the ICF has for potential applicants like me?

We highly recommend that you are coached on your coaching (as opposed to being coached on practice development or personal issues). This is a recommendation not a requirement but it is based on experience gained from administering many, many exams. We also recommend that you take great care to submit a tape that demonstrates your coaching at its best. Thus, taping early and taping often is a good idea and will give you choices.