



**nbcc**®

**student newsletter**

# Congratulations on Applying for National Certification!

## Exam Facts

The NCE is comprised of 200 multiple-choice questions and is scheduled for a four-hour period. Most examinees complete the exam in two and a half to three hours.

If your NCC application is approved, you will receive an examination admission letter approximately 10 days prior to the exam. Please read the letter carefully and report to your examination site as instructed. Take the letter with you when you report to the testing site. Note: This newsletter may not be used in place of your examination admission letter. If you do not receive a letter within five days of the exam date, please contact the NBCC Assessment Department at [examinations@nbcc.org](mailto:examinations@nbcc.org).

Following the exam you will receive a score report in six to eight weeks. NBCC is unable to provide exam results over the telephone or via e-mail.

## Preparing for the NCE

The following resources may be helpful in preparing for the NCE:

- Study guides ([www.nbcc.org/study](http://www.nbcc.org/study)).
- Current professional books, journals and newsletters. Books used should be comprehensive in nature and cover a number of perspectives. Professional journals and newsletters most appropriate for review are those published by professional counseling organizations.
- Course notes.
- NBCC *Code of Ethics*.

## How is the DSM-5 Affecting NBCC's Examinations

NBCC is pleased to report that there were no major structural changes to either the NCE or the NCMHCE as a result of the DSM-5. There were no changes to the framework or the competencies of either examination. The knowledge assessed is common to both manuals. Modifications to the examination content involved changes in diagnostic terminology only.

What does that mean for examinees who are preparing to take an NBCC examination? While the number of items regarding the DSM-5 will not increase, the new edition does contain new diagnostic terminology, so reviewing the differences between the two editions may be helpful.

With the NCC application you submitted through your university, you have applied for certification through the largest counselor credentialing organization in the world—NBCC. Passing the NCE is just one step in the NCC certification process.

# Benefits of the NCC Credential

[www.nbcc.org/Benefits](http://www.nbcc.org/Benefits)

- Use of NBCC certification marks
- Access to professional counselor liability insurance
- A free six-month listing in The Therapy Directory ([www.nbcc.org/Benefits/PT](http://www.nbcc.org/Benefits/PT))
- Reduced cost of counseling-related testing instruments
- Eligibility for National Health Service Corps Loan Repayment Program
- Advocacy for the profession
- Eligibility for discounts for NBCC-specific functions

## Note to Current Grad Students

Current graduate students and very recent graduates from participating universities have the option to begin the application process for national certification. This option can give students a head start on meeting requirements for the NCC credential. Applicants who have met all NCC requirements except the postgraduate experience and supervision requirement may ask to have their exam results sent to third parties such as state licensure boards.

### REMEMBER

After submission of the application, applicants and certificants are required to provide written disclosure to NBCC in the event that they become the subject of a legal, criminal or disciplinary matter. The written disclosure must be submitted to NBCC within 60 days of becoming aware of the change or complaint.

### URGENT

It is important that you follow all the steps to complete certification and obtain your NCC credential. This ensures that your scores on the NCE remain available to you in the future.

## IMPORTANT TERMS

**The National Board for Certified Counselors (NBCC)** is an independent not-for-profit credentialing organization for professional counselors. Since its inception in 1982, NBCC has become the primary credentialing organization for counselors in the United States. It administers professional certification opportunities for professionals who hold graduate degrees in the profession of counseling. Although NBCC's flagship credential is the National Certified Counselor (NCC) credential, it also offers several specialty certifications in counseling. NBCC actively promotes the counseling profession at the state, national and global levels.

**The National Certified Counselor (NCC)** credential is a voluntary credential that publicly identifies professionals who have met *national* standards of practice. Counselors who hold the NCC certification must have a qualifying master's or doctoral degree, pass a national exam, complete post-master's experience and supervision requirements, adhere to a strict *Code of Ethics*, and participate in continuing education activities.

**Licensure** is the process used by each of the 50 state governments to authorize counselors to practice. Licensure requirements vary from state to state but usually include a master's degree in counseling or a related field, passage of a national exam in counseling, and two to four years of supervised post-master's clinical experience.

**The National Counselor Examination for Licensure and Certification (NCE)** is one of four national examinations developed by NBCC for the counseling profession. It is required for graduate students applying for the NCC credential and is comprised of 200 multiple-choice questions.

**The Council for Accreditation of Counseling and Related Educational Programs (CACREP)** is an independent agency that develops and implements educational standards for the counseling profession and accredits professional counselor preparation programs. Coursework requirements for the NCC credential are consistent with CACREP's standards for counselor preparation programs.

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## Postponing or Retaking the Exam

Your NCC application will remain open for a two-year period or three unsuccessful attempts to pass the NCE, whichever comes first.

If you do not pass the exam or if circumstances prevented you from taking the exam when scheduled, NBCC will send you a reregistration notice for the next testing date. This form, along with a reregistration fee of \$150, is due to NBCC by the date specified in the letter. If you know that you will not be able to attend the scheduled exam session for valid reasons and you inform NBCC in writing at least 30 days prior to the exam date, the reregistration fee will be waived. You will still need to complete the reregistration form to sit for a future exam.

## Requesting a Score Verification Report

In order to have your NCE scores sent to a third party, you must submit official documentation of your degree conferral date and a Score Verification Request Form.

Visit [www.nbcc.org/exams/scoreverification](http://www.nbcc.org/exams/scoreverification) for more details.

## Completing the NCC Application Process

Once you graduate, remember to send NBCC an official sealed transcript documenting your degree conferral date. To ensure that your NCE scores remain active, you will need to complete all the steps of the certification process and satisfy current NBCC policies. If you graduated from a non-CACREP program, you also need to submit verification of 3,000 hours of counseling work experience and 100 hours of counseling supervision (both over a 24-month post-master's time period) or verification of state licensure. You will use the form found here: <http://www.nbcc.org/Assets/Certification/PMandSupVerification.pdf>

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**Continuing Education** refers to those formal activities that enhance and upgrade professional counseling knowledge and skills. These include planned seminars, workshops, internships and advance graduate or postgraduate courses that directly pertain to professional counseling.

StudentWorks

A FREE WEB  
RESOURCE FOR  
STUDENTS

[www.nbcc.org/  
studentworks](http://www.nbcc.org/studentworks)

### The Official NBCC Study Guide for the NCE

Developed with your questions in mind, this guide will help you prepare for the NCE. Contact NBCC at 336-547-0607 to order your copy.

### We want to stay in touch with you!

Anytime your contact information changes, be sure to keep NBCC informed so you don't miss any important notifications!

[nbcc@nbcc.org](mailto:nbcc@nbcc.org)

