

CPCE Counseling Fourth Attempt Policy (CFAP) Form

Students who have failed the Integration Exam on their third attempt are required to complete a CFAP form and prepare for an additional minimum of one term (half a semester) before registering for their final attempt. Please fill out the CFAP form below and upload the completed form with your appeal by completing the following steps on this webpage: <https://www.liberty.edu/online/complaint-assistance-issue-resolution/steps/>.

Student's Name:

LU ID:

GPA:

Please check the reason(s) for three failed attempts.

Content Preparation
Emotion Regulation (stress/anxiety, etc.)
Disability Accommodations not met
Other (Please explain):

Please write your first three CPCE scores in the spaces below.

Attempt 1:

Attempt 2:

Attempt 3:

Attempt 1 Date:

Attempt 2 Date:

Attempt 3 Date:

CFAP - Plan of Action

The following questions are designed so that you, the student, and the Center for Counseling & Family Studies may gain an understanding of your readiness to approach your final attempt at the Integration Exam. Please answer the following questions while meeting the word count associated with each:

Please describe with the utmost honesty your study plan, habits, and materials used in preparation for your previous attempts (in at least 100 words).

Please describe your study plan for your next attempt at the Integration Exam. Be as specific and realistic as possible (100-200 words).

Please provide a brief synopsis of what you learned in the course associated with the Integration Exam (COUC/CEFS 506):