

## Retaking the Examination

### How?

Rescheduling and retaking the NCE is easy. You should already have received instructions for reregistering for the next exam date.

To begin the reregistration process, log in to ProCounselor at <http://procounselor.nbcc.org>. Click on “My Open Applications” and then on “Current Application.” Select the “Reregister for Exam” button.

You are not required to reregister at this time, but you must reregister before your application closes—two years from your original exam date.

### When?

The NCE is offered twice each year—April and October.

### Where?

You can choose an exam location from the list provided online, or you may be able to test at your alma mater if the exam is offered there.

### Cost?

The reregistration fee is \$150.

## Important Reminder:

### The NBCC *Code of Ethics*

- Remain current with the NBCC *Code of Ethics* available at [www.nbcc.org/ethics](http://www.nbcc.org/ethics).
- Applicants and certificants are required to disclose in writing any criminal offense, legal action, complaint, disciplinary review, employment termination, or probation or removal from a graduate program within 60 days of becoming aware of the charge. Note: You do not need to disclose traffic charges unless they involve drugs or alcohol or injury to person or property. For more information, please visit [www.nbcc.org/ethics](http://www.nbcc.org/ethics).

**Remember, certification and licensure are very different. Please visit [www.nbcc.org/Directory](http://www.nbcc.org/Directory) for information about your state's specific licensure requirements.**

**For a list of the benefits  
of national certification,**  
please visit [www.nbcc.org/benefits](http://www.nbcc.org/benefits).

Benefits include:

- Affordable liability insurance
- Client referrals through [Counselor Find](#)
- Ability to market yourself using your certification

## Looking for a JOB?

Visit NBCC's new job board at  
<http://jobboard.nbcc.org> to post  
your résumé and browse open positions.



## Looking for Study Aids?

Go to [www.nbcc.org/Exam/StudyGuides](http://www.nbcc.org/Exam/StudyGuides) for a list of vendors offering various study materials and programs.

NBCC does not endorse or uphold any claims made by vendors of study materials listed. NBCC does not guarantee enhanced performance on any NBCC examination as a result of using study materials.



### Professional Liability Insurance

[www.nbcc.lockton-ins.com/pl](http://www.nbcc.lockton-ins.com/pl)

Student rates and discounts  
for NCCs available.

# STUDENTWORKS<sup>®</sup>

StudentWorks is an online resource for counseling students and recent graduates. Please visit [www.nbcc.org/Studentworks](http://www.nbcc.org/Studentworks) to learn about certification and licensure, and find resources to help build your counseling career.

## NBCC Resources

- **ProCounselor:** <https://ProCounselor.nbcc.org>
- **Counselor Find:** [www.nbcc.org/CounselorFind](http://www.nbcc.org/CounselorFind)
- **NBCC Code of Ethics:** [www.nbcc.org/Ethics](http://www.nbcc.org/Ethics)
- **NCC Verification:**  
[www.nbcc.org/PublicResources/VerifyNCC](http://www.nbcc.org/PublicResources/VerifyNCC)
- **The Professional Counselor:**  
<http://tpcjournal.nbcc.org>
- **National Certification and State Licensure:**  
[www.nbcc.org/certification/CertificationorLicensure](http://www.nbcc.org/certification/CertificationorLicensure)
- **Specific State Licensure Information:**  
[www.nbcc.org/Directory](http://www.nbcc.org/Directory)
- **Online Continuing Education:**  
[www.i-counseling.net](http://www.i-counseling.net)
- **Personality Assessment and Career Matchmaking Tool:**  
[www.cce-global.org/org/Bemis](http://www.cce-global.org/org/Bemis)
- **NBCC Foundation Scholarship Opportunities:**  
[www.nbccf.org](http://www.nbccf.org)

### Change of Address?

Whenever your contact information changes, remember to update your record in ProCounselor.

### Questions?

Contact the Certification Department  
at [certification@nbcc.org](mailto:certification@nbcc.org).

T  
O  
O  
L  
B  
O  
X