



nbcc®

student newsletter

Congratulations on Applying for National Certification!

Exam Facts

Applicants for the NCC may take either the National Counselor Examination for Licensure and Certification (NCE) or the National Clinical Mental Health Counseling Examination (NCMHCE) to fulfill the examination requirement for certification.

- The NCE is made up 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.
- The NCMHCE consists of 10 clinical simulations designed to sample a broad area of competencies, not just the recall of isolated facts. The simulations assess clinical problem-solving ability, including identifying, analyzing, diagnosing and treating clinical issues.

Once your NCC application is approved, you will receive specific instructions about your examination arrangements.

- NCE examinees will receive an examination admission e-mail approximately 10 days prior to the exam. Please read this information carefully and report to your examination site as instructed. Take the document with you when you report to the site. If you do not receive the e-mail within five days of the exam date, please contact the Certification Department at certification@nbcc.org.
- NCMHCE examinees will be given a two-week window for testing and will schedule their own examination date and location through NBCC's computer-based exam provider, Pearson VUE. NCMHCE examinees will receive an e-mail from Pearson VUE approximately two weeks before the first available exam date with instructions for scheduling the exam appointment. If you do not receive the e-mail within five days of the first exam date, please contact the Certification Department at certification@nbcc.org.

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 or NCMHCE is just one step in the NCC certification process.

Preparing for the Exam

The following resources may be helpful in preparing for either exam:

- Study guides (For information about study guides, visit www.nbcc.org/exam/studyguides);
- Current professional books, journals and newsletters that are published by professional counseling organizations;
- Course notes; and
- The NBCC *Code of Ethics*.

Benefits of NCC Certification

- Access to low-cost professional liability insurance
- Ability to market yourself as an NCC and use NBCC certification marks
- A free six-month listing in [The Therapy Directory](#)
- Opportunities to participate in free webinars offered by the NBCC Foundation
- Continuing education credit with *Psychology Today*, *The Professional Counselor* and the NBCC Foundation
- Access to NBCC's Job Board and Internship Board
- Access to [ProCounselor](#) for tracking continuing education
- Specialty certifications to show your areas of expertise

Note to Eligible Graduate Students

You are beginning the application process for national certification and will have a head start on meeting requirements for NCC certification. Applicants who have met all NCC requirements except for postgraduate experience and supervision may 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, Inc. and Affiliates (NBCC) is a nonprofit, independent certification organization established in 1982. NBCC's original and primary purposes are to establish and monitor a national certification system, to identify those counselors who have voluntarily sought and obtained certification, and to maintain a register of those counselors. As NBCC has grown, it and its divisions and affiliates have taken on additional responsibilities to advance the counseling profession and enhance mental health worldwide.

The National Counselor Examination for Licensure and Certification (NCE) was first used in 1983 as part of the NCC application process. Now, it is one of two exams that can be used to fulfill the exam requirement for NCC certification. It is a 200-item multiple-choice examination designed to assess knowledge, skills and abilities that are important for providing effective counseling services. It is also a requirement for counselor licensure in many states.

The National Clinical Mental Health Counseling Examination (NCMHCE) is one of two exams that can be used to fulfill the exam requirement for NCC certification. It consists of 10 simulated clinical mental health counseling cases. The simulations assess clinical problem-solving ability, including identifying, analyzing, diagnosing and treating clinical issues. It is also a requirement for counselor licensure in some states.

The Council for Accreditation of Counseling & 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 certification are consistent with CACREP's standards for counselor preparation programs. Starting in 2022, NBCC will require a master's degree or higher from a CACREP-accredited counseling program for certification.

Postponing or Retaking the Exam

Your NCC application will remain open for two years or three unsuccessful attempts to pass the NCE or NCMHCE, whichever comes first.

If you do not pass the exam or if circumstances prevent you from taking the exam when scheduled, you will receive information by e-mail about rescheduling procedures, exam reregistration fees and testing dates. Examinees can defer their testing date at no extra charge by informing NBCC in writing at least 30 days prior to the exam date; however, a reregistration fee of \$150 will be charged if notification is not received beforehand.

Requesting a Score Verification Report

To have your examination scores sent to a third party, order a score verification from our online store at <https://Procounselor.nbcc.org>. Score verification is only available after your official, final transcript has been received and verified. Score verification requests are completed in approximately four weeks from the date your payment clears. Express delivery options are also available.

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 or NCMHCE 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 will 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. The forms you will submit for these requirements are located within your ProCounselor account. If your application closes, your scores will be permanently inactivated.

We want to stay in touch with you!

Anytime your contact information changes, be sure to keep NBCC informed. Visit ProCounselor at your convenience to update your information.

nbcc@nbcc.org



Looking for an internship or job?

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

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. To order, visit <https://Procounselor.nbcc.org>.