

## NCE FAQ

### **Q: What does the NCE stand for?**

A: The National Counselor Examination.

### **Q: What is the format of the exam?**

A: The exam will be computer-based and consist of multiple-choice questions. You will be given four hours to complete the exam.

### **Q: What is on the exam?**

The exam covers the following eight content areas: 1) Human Growth and Development, 2) Social and Cultural Foundations, 3) Helping Relationships, 4) Group Work, 5) Career and Lifestyle Development, 6) Appraisal, 7) Research and Program Evaluation, and 8) Professional Orientation and Ethics.

### **Q: When should I plan to take this exam?**

A: Once you have discussed it with your advisor and have completed at least 6 of the 8 required core courses and/or are enrolled in the remaining two.

### **Q: How often is the NCE offered?**

A: It is offered twice a year (October and April).

### **Q: How is it graded?**

A: It is pass/fail. The minimum passing score is determined by NBCC each semester.

### **Q: How soon will I know my results?**

A: You will know your score as soon as you are finished; however, NBCC will notify you several weeks after the completion of the exam if your score meets the requirements for a pass or fail.

### **Q: Do I need to pass this exam to graduate from the CMHC or PSC program?**

A: You do not need to pass this exam to receive your degree. However, in order to begin the process for licensure, you must pass this exam.

### **Q: How do I register for the exam?**

A: You will receive an email from the Testing Coordinator instructing you to complete the initial registration process via an online survey. You must complete the survey and submit the initial registration information to your Testing Coordinator. This is **not** the entire process. The Testing Coordinator will then forward this information to NBCC. From there, NBCC will send an email to you with further instructions for registration to be completed by the given deadline. **It is your responsibility to monitor your inbox for emails from NBCC. You will be sent three emails reminding you to finish your registration/pay the fee (i.e. May 7, May 28, and June 8 for October exam). You MUST register/ pay by the final deadline, June 12, 2018. You will not be permitted to take the exam if you miss this deadline.**

### **Q: How much does it cost to take the exam and when is the fee due?**

A: The NCE is \$335 and is due 4-5 months before the exam (typically December and June). You pay this online.

**Q: How should I study for this exam?**

A: Use your course materials and other popular study guides such as the Encyclopedia of Counseling by Howard Rosenthal.

**Q: What should I bring with me on exam day?**

A: Please bring two forms of photo identification such as a driver's license and student ID card. Items such as electronics, smart phones, smart watches, paper, beverages, and snacks will not be allowed in the testing room. It is best to leave these items in your car or at home. To be safe: bring yourself and a calm disposition (no other items will be allowed in).

**Q: If I take the exam but do not pass, will the registration for next semester's exam already be closed?**

A: Yes, initial registration will already be closed. However, since you have already created a ProCounselor account, you can skip the initial registration process and register on your own via the NBCC website. The final payment and registration deadline is early December/ June so you can wait until you receive your scores to determine if you need to sign-up again.

**Q: If I do not pass the exam, will I be required to pay an additional \$335 to retake it?**

No. Your fee will be rolled over to the next time you take the exam.