



Continuing Education for Renewing Your ACC or Pursuing Your PCC



Once you've completed your ACC, you then have three years to either renew your ACC or to uplevel to PCC.

1. For each ACC renewal you need to complete 40 new hours of Continuing Coach Education (CCE) since your credential award or last renewal. [Click here to read the ICF Renewal Guide/portfolio path \(but here's a summary of what you'll need\):](#)

- a. At least three hours of coaching ethics. ([The ICF offers a free course.](#))
- b. At least 24 hours in Core Competencies (CC), and the remaining 16 hours can be in either the Core Competencies or in Resource Development topics.
- c. At least 10 hours in new Mentor coaching with an eligible mentor coach (an MCC, a PCC or an ACC who has renewed their own credential at least once). As always, up to seven of these hours can be done in a group, and at least three done individually. You'll schedule these hours between your last renewal, and your new one, and over a minimum of three months. **These 10 hours should be counted as part of your required 24 CC hours.** As before, you can choose an excellent mentor coach from the [SeattleCoach Team](#), or check our friends at [CoachCachet](#). They periodically run groups.

When you submit the online renewal application.

- You don't have to retake the credentialing exam.
- You don't have to do another performance review.
- There is no required number of logged coaching hours to renew your ACC.

2. The requirements to up-level to PCC (Professional Certified Coach). [Click here to read the ICF Candidate Guide/the portfolio path \(but here's summary\):](#)

- a. You must have completed a total of at least 125 hours of Continuing Coach Education (CCE). Cumulative, most focused on the CCs. As a part of this, retake the [free Ethics course](#).
- b. You must have logged at least 500 hours of coaching. At least 450 of these must be paid (or done as a part of your employment). And you must have coached at least 25 coachees. At least 50 of your hours must be within the 18 months of submitting your PCC application.
- c. At least 10 hours in new Mentor coaching with an eligible mentor coach (an MCC, a PCC credential holder). As always, up to seven of these hours can be done in a group, and at least three done individually. You'll schedule these hours between your last renewal, and your new one, and over a minimum of three months. **These 10 hours should be counted as part of your required 24 CC hours.** As before, you can choose an excellent mentor coach from the [SeattleCoach Team](#), or check our friends at [CoachCachet](#). They periodically run groups.
- d. You'll submit two recorded coaching sessions + transcripts (20-30 minutes each) with your application to the ICF. Your MCC or PCC mentor coach will help you to select PCC-worthy recordings.
- e. And you have to retake [the credentialing exam](#) (unless you passed it less than 12 months before).

-
- f. Once you've passed, let us know so we can make a big deal of it and change the letters behind your name on the [SeattleCoach Coaches Page](#).

Where to find courses: Lots of options and more information [right here](#).

Again, [click here](#) to read the ICF's "Credential Renewal Guide."