

# Applying for Your ICF Associate Certified Coach Credential

## *Instructions for SeattleCoach Cohorts #1-#42*

### **Most SeattleCoaches want to complete the ACC credential, here's how it goes . . .**

1. You need at least 100 hours (or 200 half-hours . . .) of coaching experience with at least eight clients. In Modules I and II, you logged 30 paid/bartered hours with your peer coaches in your Cohort, and you can log up to twenty-five more as pro-bono. The remaining hours must be paid or done as a part of your employment.
2. In addition to the seven hours of group mentor coaching you've completed in Module II, as you near completion of your first 100 hours, you will need to schedule three more hours of **individual** mentor coaching with a member of the [SeattleCoach faculty](#). These three individual sessions are designed to deepen and develop your coaching skills through the lens of the International Coaching Federation's (ICF) Core Competencies. In addition, you'll review and select a recording and transcript of your work to submit for your Performance Review. [This document](#) along with your work with your mentor coach, will help you to choose.
3. There is a final tuition charge that covers those three individual mentor coaching sessions.
4. Once you have a good example of your work, you'll include it, along with your coaching log and training certificate, with the application you send to the ICF.
5. Once the ICF has received and reviewed your application, and given you a thumbs-up that all of the requirements have been met, they will send you a link to take [The ICF Credentialing Exam](#).

This is an exam that *"contains 81 situational judgment items. Each exam item contains a realistic scenario describing a coaching situation, followed by four response options. For each scenario, candidates are asked to select the best action and the worst action among the options provided for that scenario."* **You can review sample questions [right here](#).** And when you've completed the exam with a passing grade of 70% (it's challenging but you are well-prepared), you'll have completed your ACC.

6. Then you'll receive a congratulatory message and the official ACC logo from the ICF.
7. Then you'll let us know so we can make a big deal of it and Patty will smile quietly to herself as she adds "ACC" to your name on the [SeattleCoach Network Page](#).