

## C.P.C.E. Information and Registration

### The Counselor Preparation Comprehensive Examination (CPCE)

#### QUESTION: When and how do I sign up to take the CPCE?

ANSWER: Students are required to register for and take the CPCE during the semester they are enrolled in Practicum by first notifying Vicky Bond in the Counselor Education office ([counseloreducation@stetson.edu](mailto:counseloreducation@stetson.edu)) of their intent to take the CPCE by the 15<sup>th</sup> of the month prior to taking the exam. The CPCE exam is usually held each semester on the second Friday of March, July, or October, unless a University Holiday falls on that date.

Deadline to Notify Vicky Bond	Exam Dates for 2018-2019
Spring: March 15, 2018	April 12, 2018
Summer: June 15, 2018	June 21, 2018
Fall: September 15, 2018	October 12, 2018
Spring: February 15, 2019	March 15, 2019
Summer: May 15, 2019	June 21, 2019
Fall: September 15, 2019	October 18, 2019
Spring: February 15, 2020	March 13, 2020

Students will then receive an email from Vicky with instructions on how to register with CCE and Pearson Vue. **You must complete this registration at least 7 business days before testing to allow sufficient processing time.** You will receive information on the time and location prior to the exam date.

The Department of Counselor Education has adopted the Counselor Preparation Comprehensive Examination (CPCE) as one of its graduation requirements. The *CPCE* is required of all degree-seeking students. It is designed as a summative evaluation that measures the pertinent and professional relevant knowledge students have obtained during their counselor preparation program at Stetson University. The CPCE reflects the eight core curriculum areas approved by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP). Students should plan to sit for the CPCE when the majority of their coursework is completed toward the end of Practicum.

This national examination is researched, developed, and distributed by the Research and Assessment Corporation for Counseling (RACC) in conjunction with the Center for Credentialing and Education (CCE). Both the RACC and CCE are affiliates of the National Board for Certified Counselors (NBCC) which is the historical credentialing body for counselors. The CPCE was developed in response to requests from counselor educators for a graduate counseling program exit exam. The purpose of the CPCE is to assess counseling student's knowledge of counseling information, provide feedback that can be used in program and curriculum development, and give the student a simulated experience for taking the national certification exam. Benefits of the CPCE include providing students with comparative strength and weakness feedback relative to the 8 CACREP common-core areas; providing a more psychometrically sound Master's comprehensive exam; and providing comparison of our program to national data.

There is a fee and non-negotiable deadlines for application and completion of the CPCE. Be sure to check the website and/or the office for dates, deadlines, and applications. The following FAQs further clarify the procedures:

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**QUESTION: Where do I take the CPCE and is there a cost?**

ANSWER: The CPCE is taken online through Pearson Vue at a testing location on campus. There is a \$75.00 payment due by credit card when you register for the exam.. (This fee may increase.)

**QUESTION: May I take the CPCE prior to the semester I enroll in Practicum?**

ANSWER: If students have completed all required coursework (COUN 501, 502, 503, 504, 505, 506, 507, 513, 515) they may register one semester prior to beginning Practicum.

**QUESTION: How many questions are on the CPCE?**

ANSWER: There are 160 multiple choice items with 20 items per CACREP area.

**QUESTION: What constitutes a passing score?**

ANSWER: The passing score on the CPCE is calculated after each administration. A student will need to obtain passing scores on each of the eight (8) CACREP areas of the CPCE. A passing score constitutes 1.00 standard deviation units below the national mean score for all students who took the exam as an exit exam. Your advisor will notify you once the scores are received.

**QUESTION: If I should not pass the first time, how many times may I retake the exam?**

ANSWER: A student will be given three opportunities to pass all sections of the CPCE. If the student fails to receive a passing score on their first attempt, they must retake the exam a second time. If the student fails to receive a passing score on their second attempt, they must retake the exam a third time. We will accept the higher of the two scores on a failed section(s) of the exam. By their third attempt the student must receive a passing score for all sections failed on the previous administrations. Failing to pass all eight sections of the comprehensive exam a third time will result in the development of a remediation plan to satisfy the requirement or dismissal from the program.

**QUESTION: Is there a preparation guide or book available?**

ANSWER: There is no official study guide for the CPCE, however, the online Registration Form contains a list of references and study guides. *CPCE Secrets Study Guide: CPCE Test Review for the Counselor Preparation Comprehensive Examination* is recommended as well as *Mastering the National Counselor Exam and Counselor Preparation Comprehensive Exam* and can be a valuable resources for student preparation. Since the CPCE and the National Counselor Examination for Licensure and Certification (NCE) are based on the same eight knowledge areas, any study materials developed for the NCE should be useful for the CPCE. Information may be found at <http://www.nbcc.org/>. In addition, the department has a review program that will be presented each semester. Students are encouraged to match their course syllabi objectives to the CACREP objectives and then to their course notes and textbooks.