

## Four steps to earn your Board Certified Coach (BCC) credential

**Step 1: Coach Training** – Depending on your level of education and experience, you’ll attend either our 30- or 60-hour BCC coach training program.

**Step 2: Coaching Experience Hours** – To earn your credential you must coach others outside the coach training program. But if you’re like the other BCC candidates we’ve trained, you may not have time to find these clients on your own. So at Coach Training World, we’ve developed a network through which we can help you find the clients you’ll need to satisfy this requirement.

**Step 3: BCC Application** – Application requirements are a little different for each field. Here’s an overview of what to expect based on your current level of experience:

Education/ Certification	You qualify for a <b>30-Hour</b> BCC credential if you hold a...	You qualify for a <b>60-Hour</b> BCC credential if you hold a...
	<ul style="list-style-type: none"> <li>• National Certified Counselors (NCCs) or Fully State-Licensed Counselors</li> <li>• Master’s or Ph.D. in Counseling</li> <li>• Doctoral degree in social or behavioral science (social work, education, health, business)</li> <li>• Or have logged 2,500 hours of experience over a period of at least five years and a bachelor’s degree or higher in any field</li> </ul> <p><i>* NOTE: You must provide a copy of your current and active certification ID, certificate or verification letter (if applicable), as well as a sealed official transcript from your educational institution.</i></p>	<ul style="list-style-type: none"> <li>• Master’s degree or higher in social or behavioral science (social work, education, health, business)</li> <li>• Or a recognized coaching credential and a bachelor’s degree or higher in any field</li> </ul> <p><i>* NOTE: You must provide a sealed official transcript from your educational institution.</i></p>

<b>Training</b>	30 hours of professional coach training at Coach Training World, completed at your convenience in-person or online	60 hours of professional coach training at Coach Training World, completed at your convenience in-person or online
<b>Coaching Experience</b>	30 hours (post-degree) coaching individuals, groups or organizations of your choosing, or those provided to you by Coach Training World	30 hours (post-degree) coaching individuals, groups or organizations of your choosing, or those provided to you by Coach Training World
<b>Endorsement</b>	One written endorsement from a professional in your field	One written endorsement from a professional in your field
<b>BCC Examination</b>	Administered via computer at sites throughout the United States	Administered via computer at sites throughout the United States
	<a href="#">---&gt; Learn more about our 30-hour BCC credential track</a>	<a href="#">---&gt; Learn more about our 60-hour BCC credential track</a>

Again, we know you're busy. So we're happy to help navigate you through this portion of the credentialing process by gathering forms that typically include:

- BCC application form
- Verification of experience form
- Professional endorsement form
- Designation experience forms
- Designation endorsement forms

**Step 4: BCC Exam (BCCE)** – The exam is an independent verification of your coaching knowledge and proficiency. It is administered via computer-based testing at centers throughout the world. We also help prep you for this final stage of your certification.

The exam covers the following topics:

- Screening and Orientation in Coaching
- Fundamental Coaching Skills
- Assessments in Coaching
- Coaching Approaches for Individuals
- Coaching Approaches for Business and Organizations
- Ethical and Professional Practice in Coaching