



**MentorCoach**<sup>®</sup> LLC  
Training Accomplished Professionals  
to Become Extraordinary Coaches

## **CERTIFIED MENTORCOACH<sup>®</sup> (CMC) CERTIFICATION REQUIREMENTS AND APPLICATION PROCESS**

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Please find below detailed information of the requirements to sit for the MentorCoach<sup>®</sup> CMC Final Written & Oral exams.

### **Submission of a CMC Final Written Exam Application is available for:**

- Graduates of the four required MentorCoach<sup>®</sup> Training Program courses:
  - Foundations (25 student learning hours)
  - Intensive Individual Coaching Skills master class (24 student learning hours)
  - Safe Passage: The New Ethics and Risk Management master class (10 student learning hours)
  - Individual Coaching Supervision master class (24 student learning hours)

Total: 83 hours

- Graduates of at least a total of forty-two (42) hours of MentorCoach<sup>®</sup> training program elective courses (see chart below).
- MentorCoach<sup>®</sup> students who have received the required mentor coach coaching, coaching supervision, and coaching experience listed below.

**There are two application deadlines and two testing periods each calendar year.** Applications for any **MentorCoach<sup>®</sup> Certification offered** can be submitted between January 1 and March 31 (postmarked deadline 3/31) or between July 1 and September 30 (postmarked deadline 9/30) each year.

Applicants should review their abilities to meet the requirements detailed below to determine whether they should submit a CMC Final Written Exam Application, or continue working to obtain all of the required coach specific training and experience.

REQUIREMENT CATEGORY:	<b>FINAL EXAM</b> <b>CERTIFIED MENTORCOACH® (CMC) REQUIREMENTS</b>
<b>Coach-Specific Training</b>	<p>Successful completion (at least 80% <i>live attendance</i>) of a total of 125 student learning hours of coach specific training by the MentorCoach® Training Program:</p> <p><u>Eighty-three (83) hours of the following required courses:</u></p> <ul style="list-style-type: none"> <li>▪ Foundations (25 hours)</li> <li>▪ Safe Passage: The New Ethics and Risk Management Master Class (10 hours)</li> <li>▪ Intensive Individual Coaching Skills Master Class (24 hours)</li> <li>▪ Individual Coaching Supervision Master Class (24 hours)*</li> </ul> <p><u>Forty-two (42) hours of any of the elective Master Class courses offered by MentorCoach®, including (<i>live attendance</i> required):</u></p> <ul style="list-style-type: none"> <li>▪ Blue Sky Visioning</li> <li>▪ Body Centered Coaching</li> <li>▪ Career Coaching: FINDing Pathways to Purpose</li> <li>▪ Character Strengths Interventions</li> <li>▪ Coaching Assessments</li> <li>▪ Coaching Positive Leaders: A Master Class</li> <li>▪ Coaching Toward Positive Relationships</li> <li>▪ Diving Deep into Coaching with Strengths</li> <li>▪ Executive Coaching</li> <li>▪ Intensive Group Coaching</li> <li>▪ Living and Coaching the Good Life: It's All About You</li> <li>▪ Living and Coaching the Good Life: You and Your Clients</li> <li>▪ Mastering Wellness Coaching: Interventions</li> <li>▪ Mastering Wellness Coaching: Healthy Lifestyles</li> <li>▪ Positive Potentials: Coaching for Performance, Goals and Habits</li> <li>▪ Positive Psychology and ADHD Coaching</li> <li>▪ Positive Psychology and Advanced ADHD Coaching – Adults</li> <li>▪ Positive Psychology and Advanced ADHD Coaching – College Students, Teens, Children &amp; Parents</li> <li>▪ Positive Psychology Coaching and Flourishing</li> <li>▪ Small Business &amp; Entrepreneur Coaching</li> </ul>
<b>Individual Coaching Supervision</b>	<p>Six (6) hours of coaching supervision by a certified coach over a minimum three-month period.  <i>*This requirement is met when taking the Individual Coaching Supervision course.</i></p>
<b>Mentor Coaching</b>	<p>Ten (10) hours of Mentor Coaching <a href="#">using an approved MentorCoach® Provider</a> is required for ICF/MentorCoach® certification. <b>Mentor Coaching should take place concurrently with or after the completion of the Supervision Master Class.</b></p>

REQUIREMENT CATEGORY:	FINAL EXAM CERTIFIED MENTORCOACH® (CMC) REQUIREMENTS
<b>Coaching Experience</b>	<p>Client Coaching documenting:</p> <ul style="list-style-type: none"> <li>• A minimum of 100 client coaching hours</li> <li>• A minimum of 75 paid client coaching hours</li> <li>• A minimum of 8 clients</li> </ul> <p>All CMC Final Written Exam applicants will be required to complete 100 hours of client-coaching experience <b>following the start of your training with MentorCoach®</b>. At least 25 of these hours must occur within the 18 months prior to submitting your CMC Final Written Exam application.</p>
<b>Examination</b>	<p>Successful completion of the Certified MentorCoach® (CMC) Final Written &amp; Oral Exams:</p> <ol style="list-style-type: none"> <li>1. The CMC Final Written Exam includes, multiple choice sections covering the four (4) required courses; Foundations, Intensive Individual Coaching Skills, Safe Passage: the New Ethics &amp; Risk Management and, Individual Coaching Supervision, the applicants selected elective courses, and three (3) essay questions.</li> <li>2. Oral exam – Live coaching exam by Zoom webinar.</li> </ol> <p>A passing grade of 70% is required to pass the CMC Final Written and Oral Exams. <b>Feedback is only provided on the Oral exam.</b></p>
<b>Fees</b>	<p>\$875 for the technical review of the application and administration of the Final Written and Oral Exams.</p> <p>\$150 Retake Exam Fees for Written or Oral Exams.</p>

\* For more information, and specific formatting and documentation requirements, please consult the exam application found in the [Student Entrance](#), under the Certification Information heading, on the [MentorCoach® website](#). If you have difficulty obtaining the information you're looking for please contact our Director of Certification, Sunny Bain, [sunny@MentorCoach.com](mailto:sunny@MentorCoach.com).

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