

PCC Readiness Checklist

Everything between you and your PCC, on one page. The requirements gate the application; the four areas below gate your confidence — and the PCC exam tests judgment, not recall.

1 · THE REQUIREMENTS (KNOW YOUR NUMBERS)

REQUIREMENT	TARGET	WHERE I STAND
Coach-specific education	125 hours	_____ hrs
Coaching experience ICF also sets minimums for paid hours and client count — verify the current split.	500 hours	_____ hrs
Mentor coaching Complete 10 hours over a minimum period of three months; group/individual mix rules apply. Verify with ICF.	10 hours	_____ hrs
Skill demonstration Currently a performance evaluation (recorded session + transcript) on the portfolio path — see the 2027 note below.	Per current pathway	☐ ready
ICF Credentialing Exam Taken after your application and documentation are accepted; scenario-based best/worst format.	Pass	☐ application in

April 2027: ICF has announced that ACC/PCC Portfolio performance evaluations are scheduled to be replaced by an enhanced mentor-coaching requirement effective April 1, 2027. If you're applying near that date, check which rules apply to your application *before* you record and submit.

2 · CREDENTIAL REQUIREMENTS READINESS

- ☐ My 125 education hours are from coach-specific training, and I can produce the certificates.
- ☐ My coaching log is current — 500 hours takes months of steady coaching, and untracked hours can't be claimed.
- ☐ My mentor coaching covers 10 hours over a minimum period of three months with a qualified mentor coach.
- ☐ **Cookie and analytics settings**
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Accept

Decline

Settings

3 · EXAM PREPARATION

- ☐ I've practiced the best/worst format specifically — both picks scored, not just "a good answer."
- ☐ I can tell a *good* coaching response from the *best* one — and name why the worst one fails.
- ☐ I can apply the Code of Ethics to messy scenarios under time pressure.
- ☐ I review every miss by competency and know which families I keep missing.
- ☐ My recent practice scores are stable at or above my target — not one lucky run.

4 · COACHING SKILL READINESS

- ☐ Every session opens with a client-confirmed agreement: what we're working on and what success looks like.
- ☐ When a client brings a problem, my first move is partnering — not solving, advising, or storytelling.
- ☐ My questions regularly create new awareness; the client leaves with thinking they didn't arrive with.
- ☐ I coach the *who*, not just the *what* — identity, values, and beliefs, not only the task in front of the client.
- ☐ I close sessions with client-owned actions and accountability, not my homework assignments.

5 · RECORDING & FEEDBACK READINESS

- ☐ I record real sessions regularly (with written client consent).
- ☐ I've reviewed at least one recording against the PCC markers, marker by marker.
- ☐ A mentor coach has reviewed a recording and given me marker-based feedback.
- ☐ I know my most-flagged habit (advising, weak agreement, stacked questions, staying surface-level) and I'm training against it.
- ☐ If my pathway requires a submission: clean audio, accurate transcript, session within the allowed length.

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6 · COACHPREP TOOLS THAT MAP TO EACH AREA

AREA	FREE	WITH THE EXAM PASS (\$99 · 6 MONTHS)
Requirements	Start Here pathway + the PCC track page	—
Exam	Daily 10, PCC practice, Ethics practice	Full timed exams with best/worst drills, Exam Practice Diagnostic, CoachPrep Practice Readiness Index
Exam practice	Coaching Scenario Spinner, flashcards	Smart Mix aimed at your weakest areas, plus the contextual FAILURES heuristic quiz (excluded from readiness)
Reference / recording	CoachPrep-created FAILURES heuristic Memory aid only; not live-skill evidence	Mentor coaching — marker-based recording review (separate engagement)

Verify current requirements at coachingfederation.org. ICF updates hour requirements, exam formats, passing scores, and pathways; this checklist reflects published figures at the time of writing and keeps wording flexible on purpose.

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