

CPCA Qualifying Exam Information

❖ Why does the CPCA require a Qualifying Exam (QE)?

- The CPCA requires a Qualifying Exam to measure competency and readiness for safe practice as a clinical counsellor/psychotherapist/counselling therapist.
- Our research shows that when a CPCA applicant has completed the required education with supervised practicum and achieved successful completion of the QE and the subsequent 600-hour candidacy of the RPC-C, they have obtained a Master Level competency in counselling. Some may have achieved a Master Level earlier, depending on the education and supervised practicum completed prior to writing the Qualifying Exam.

❖ How to Prepare for the exam?

- Review your course content and supplementary learning that aligns with the entry-to-practice [Counselling Core Competencies](#)
- Study the [CPCA Code of Ethics](#) and [Standards of Practice](#)
- Study and know with confidence what you need to know to ensure you are ready to do the work safely, with competence and professional reflective practice.

❖ What to Expect when writing the exam?

- The exam is a combination of multiple choice and short answer questions.
- The exam must be completed within 4 hours.
- The exam is online and must be invigilated with an in-person proctor
- The exam questions will be displayed one at a time and each must be answered to avoid missed questions.
- Yes, you can return to a question later and edit your answer.

❖ Who can Proctor the exam?

- Any professional with a professional space who does not have an invested interest in the outcome of the exam can be a proctor. i.e., librarian, realtor, professor/teacher, colleague (not supervisor)

❖ What happens if I do not pass the exam?

- When successful completion is not achieved the first time, you will receive notice and feedback on areas of weakness for study purposes.
- One free re-take is extended after a 90-day study period.

❖ What are the next steps following successful completion of the exam?

- When successful completion of the exam has been achieved, you will receive notice requesting confirmation of liability insurance and payment of membership dues.
- Once these are received, you will receive confirmation of membership with applicable professional designation granted.

