

Counselor Preparation Comprehensive Exam (CPCE)

*This exam is the comprehensive exam needed to graduate for School Counseling and CMHC students. To be approved to take the CPCE, send an email to Casey Pronschinske (casey.pronschinske@winona.edu) by the following deadlines:

Semester Taking the Exam:	Request Must be Submitted by:	Dates Exam Must be Completed between:
Fall	March 30	August 15 – October 30
Spring	October 30	January 15 – March 30
Summer	March 30	May 15 – June 30

****Note: If you do not receive a response to your request, it is your responsibility to follow up prior to the deadline.***

Registration Information

Once you have been approved by the CED, CED will send you an email with registration information. An attachment will be included in the email with instructions on how to register to take the exam.

****It is your responsibility to read and follow the instructions.***

Payment

The registration fee is \$150 and NBCC only accepts personal credit cards. Payments must be made in full when the application is submitted, and the application fee is non-refundable.

Where to Take the Exam

The CED approves students to take the exam at authorized Pearson VUE test centers ONLY. To view test center locations, open the following link, <http://www.pearsonvue.com/cpce/>, and click on “Find a test center.”

The CED approves students to take the exam using OnVUE. This includes web-based examination delivery. This allows for individuals to take at home or in their offices. With just a simple check-in process, involving ID verification, face-matching technology, and a live greeter, the students can test without leaving home. This will be available starting April 1st of 2021.

Exam Results

It is important to remember that electronic score rosters are created around the middle of each month for students that tested the previous month. Therefore, times for receiving results vary based on the date you take the exam. Your patience is appreciated.

Retaking the Exam as Needed

Students that need to retake the exam will log in to their Pearson VUE account at www.pearsonvue.com/cpce, check their eligibility to see if it is still current, and register/pay for the exam again. Students may test two times within the 6-month eligibility period. **DO NOT PAY for the exam again or complete registration again if your eligibility is expired!**

If a student’s eligibility expires, contact Casey Pronschinske who will work with NBCC to extend your eligibility. Written exams will be taken if a student does not pass either time.