



# National Counselor Examination (NCE) State Specific Insert for Colorado Licensure Candidates

**\*\*This is a supplement to the NCE Candidate Handbook. You can download the handbook from the NBCC Web site at [www.nbcc.org/stateboardmap](http://www.nbcc.org/stateboardmap).\*\***

## CONTACT INFORMATION

All questions and requests for information about Colorado licensure should be directed to:

Colorado State Board of Licensed Professional Counselor Examiners  
1560 Broadway, Suite 1350  
Denver, CO 80202  
Phone: 303-894-7766  
Fax: 303-894-7790  
Web site: [www.dora.state.co.us/mental-health/lpcboard.htm](http://www.dora.state.co.us/mental-health/lpcboard.htm)

All questions and requests for information about the Colorado licensure examination program should be directed to:

NBCC Assessment Dept.  
3 Terrace Way  
Greensboro, NC 27403  
Phone: 336-547-0607  
Web site: [www.nbcc.org/stateboardmap](http://www.nbcc.org/stateboardmap)

## ELIGIBILITY REQUIREMENTS

Candidates should mail the Licensure Examination Registration Form, examination fee (\$185), **original signature**, and an official, sealed (unopened) academic transcript identifying the conferral date of a Master's degree in counseling or a related field. **(Fees are subject to change.)**

Passage of the examination does not guarantee licensure in the state of Colorado. Candidates must meet all requirements for licensure at the time they apply to the state.

## REGISTRATION DEADLINES

Candidates will need to allow approximately 4 weeks processing time once their payment and materials are received by the NBCC Assessment Dept. Candidates can submit registration materials described above at any time but be aware that space is limited. The fees are good for 6 months. **(To check the status of your registration, please send an email to [examinations@nbcc.org](mailto:examinations@nbcc.org) with your state in the subject line as phone calls delay the processing time.)**

## TESTING SCHEDULE

Testing is normally the first full week of each month, Monday thru Saturday at 9:00am and 1:30pm, with four hours allowed for the exam. However, only certain sites offer Saturday testing; candidates should contact AMP for particular locations and dates. Candidates are scheduled on a first-come, first-served basis. There are two testing locations in Colorado, however, you are able to test at any of the over 150 AMP assessment centers across the U.S. The two sites in Colorado are Denver and Grand Junction.

Examination schedule for 2009/2010:

❖	November '09	11/02 – 11/07
❖	December '09	12/07 – 12/12
❖	January '10	01/04 – 01/09
❖	February '10	02/08 – 02/13
❖	March '10	03/01 – 03/06
❖	April '10	04/05 – 04/10
❖	May '10	05/03 – 05/08
❖	June '10	06/07 – 06/12
❖	July '10	07/05 – 07/10
❖	August '10	08/02 – 08/07
❖	September '10	09/13 – 09/18
❖	October '10	10/04 – 10/09
❖	November '10	11/01 – 11/06
❖	December '10	12/06 – 12/11

Exam dates should be scheduled by the candidate through AMP's Web site or by calling AMP's toll-free customer service line **after receiving confirmation from NBCC.**

AMP Phone number: 888-519-9901  
AMP Web site: [www.goAMP.com](http://www.goAMP.com)

## RE-REGISTRATION

Candidates who fail the exam will have to wait at least 3 months from their test date before they can retest. The actual retest date will depend on the monthly testing schedule and site availability. Candidates will need to send a new registration form and examination fee (\$185).

## SPECIAL ACCOMMODATIONS

Candidates should request special accommodations by completing the form in the Candidate Handbook and submitting it with their Licensure Examination Registration Form. Supporting documentation from a qualified professional is also required. Special Accommodation approvals are good for one year. After one year, candidates will need to submit a new request. Candidates testing with approved special accommodations should schedule their test via the toll-free number to ensure their accommodations are confirmed.

## AFTER PASSING THE EXAM

Once you have successfully passed the NCE, please contact the Colorado State Board of Licensed Professional Counselor Examiners for further information. If you have questions about the Colorado licensure process, please contact the Colorado State Board of Licensed Professional Counselor Examiners for information.

