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Criteria for ICF-ACC Credential			
	ICF-ACTP Pathway	ICF-ACSTH Pathway	ICF Portfolio Pathway
Coach-specific training hours	Depends on student-contact hours. But you have to complete entire program	60	60
Mentor Coaching Hours	10 (included in the program)	10	10
Coaching Experience Hours	100	100	100
Performance Evaluation By	Training provider	ICF	ICF
Coach Knowledge Assessment (CKA) Conducted By	ICF	ICF	ICF

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## ICF ICF-ACC Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none"><li>• Domain: Definition and Boundaries of Coaching: This section evaluates the expertise of Coaching Consultants in understanding the definition of coaching and the coaching process. It includes differentiating coaching from related professions like therapy, counseling, mentoring, and consulting. Additionally, it covers knowledge of when and how to make appropriate referrals to mental health professionals and recognizing signs of mental health conditions that may hinder coaching progress. This section ensures coaches maintain clear boundaries and make informed decisions for client well-being.</li></ul>
Topic 2	<ul style="list-style-type: none"><li>• Domain: Coaching Competencies, Strategies, and Techniques: This section measures the skills of Life Coaches in applying coaching competencies, strategies, and techniques. It includes knowledge of how to contract with clients, focusing on key elements of a coaching agreement. It also covers the ICF Core Competencies, goal setting, motivation, and a variety of coaching techniques, tools, and resources. This section ensures coaches are equipped to effectively support clients in achieving their goals.</li></ul>

Topic 3	<ul style="list-style-type: none"> <li>• Domain: Coaching Ethics: This section of the exam measures the skills of Professional Coaches and covers knowledge of professional ethics codes, including understanding what constitutes a conflict of interest. It also evaluates awareness of relevant laws, regulations, and organizational policies related to confidentiality, such as identifying factors that may necessitate breaking confidentiality. This section ensures that coaches adhere to ethical standards and legal requirements.</li> </ul>
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## ICF Associate Certified Coach Sample Questions (Q45-Q50):

### NEW QUESTION # 45

The client asks you to call them every day to make sure they do their homework. The best response is:

- A. Help the client think about ways he/she could remind him/herself.
- B. Reject that demand-you are not the client's nanny.
- C. Tell the client that this will cost extra.
- D. Call them-you are a service provider after all.

#### Answer: A

Explanation:

Option D aligns with Competency 8.3, "Supports client autonomy in the design of goals, actions, and methods of accountability," by empowering the client to create their own system, fostering independence per Ethics Section 1.1. It reflects partnership (Competency 2.2) and the ICF Definition of Coaching (client-led process).

Option A dismisses the request rudely, breaching Competency 4.1. Option B oversteps boundaries, risking dependency (Ethics Section 2.1). Option C turns it transactional, missing the coaching focus. D best supports long-term growth.

References: ICF Core Competencies (2.2, 4.1, 8.3); ICF Code of Ethics (1.1, 2.1); ICF Definition of Coaching.

### NEW QUESTION # 46

Your session has a few minutes left, and the client has discovered some great new insights and has a good plan of action in place. To close the session in a partnering way, the best response is:

- A. Inform the client that the time is almost up and share what stood out for you as a coach during the session.
- B. Inform the client that the time is up, but in the last 2 minutes you can summarize the session for the client.
- C. **Inform the client that the time is almost up and ask how they would like to close.**
- D. Inform the client that the time is almost up and close the session with some insights gained.

#### Answer: C

Explanation:

Option C aligns with Competency 2.2 (maintains mutual respect and partnership) and Competency 8.2 (partners to design closure), by giving the client agency in ending the session. It respects Ethics Section 1.1 (client-led process) and ensures a collaborative wrap-up.

Option A assumes closure content, missing partnership. Option B centers the coach's perspective (Competency 7.11 - no attachment). Option D dictates the summary, bypassing client input. C best embodies ICF's partnering ethos.

References: ICF Core Competencies (2.2, 7.11, 8.2); ICF Code of Ethics (1.1).

### NEW QUESTION # 47

Which of the following examples best reflects a conflict of interest?

- A. **Coaching a peer while competing with them for the same work because that may interfere with the coach's objectivity**
- B. Receiving payment from a client's employer for coaching the client because the employer may try to influence the coach
- C. Accepting professional recognition instead of payment because the recognition is greatly valued by the coach
- D. Providing individual coaching to a married couple because they may discuss each other's sessions

#### Answer: A

Explanation:

The ICF Code of Ethics (Section 3.1) defines a conflict of interest as "a situation in which a coach has a private or personal interest

sufficient to appear to influence the objective exercise of their professional duties." Objectivity and impartiality are critical to maintaining trust and integrity in the coaching relationship (ICF Competency 2: "Embody a Coaching Mindset"). Let's evaluate the options:

A . Receiving payment from a client's employer for coaching the client because the employer may try to influence the coach: While this could raise concerns about influence, it's not inherently a conflict unless the coach's objectivity is compromised (e.g., prioritizing the employer's agenda over the client's). ICF allows third-party payment if disclosed and agreed upon (ICF Code of Ethics, Section 1.2).

B . Accepting professional recognition instead of payment because the recognition is greatly valued by the coach: This is a personal preference, not a conflict, as it doesn't inherently affect the coach's ability to serve the client objectively.

C . Providing individual coaching to a married couple because they may discuss each other's sessions: This involves confidentiality risks (ICF Code of Ethics, Section 4), but it's not a conflict of interest unless the coach has a personal stake in their relationship. ICF permits this if boundaries are clear and agreed upon.

D . Coaching a peer while competing with them for the same work because that may interfere with the coach's objectivity: This is a clear conflict of interest. Competing with the client creates a personal interest (e.g., career advancement) that could bias the coach's actions, undermining ICF's requirement for impartiality (ICF Code of Ethics, Section 3.2: "I will disclose any conflict of interest"). Option D best reflects a conflict of interest, as it directly threatens the coach's objectivity, a cornerstone of ICF ethics.

#### NEW QUESTION # 48

A client tells their coach that they are struggling to sleep and are having nightmares about a past event they experienced. Which is the best action for the coach to take?

- A. Continue coaching the client but recommend they see a mental health professional about these symptoms
- B. Contact a health provider for the client so the coach and health provider can collaborate on the client's case.
- C. Modify the coaching agreement to address the client's struggles with the problems resulting from this past event
- D. Stop coaching until the client stops experiencing sleeping issues and nightmares from the past event

#### Answer: A

Explanation:

The ICF Coaching Boundaries distinguish coaching from therapy, stating that coaching does not address mental health conditions like trauma or sleep disorders. The ICF Code of Ethics (Section 2.5) requires coaches to "refer clients to other professionals when appropriate" if issues fall outside their scope. Let's evaluate:

A . Continue coaching the client but recommend they see a mental health professional about these symptoms: This balances the coach's role in supporting the client's goals (ICF Competency 8) while adhering to ethical boundaries by referring out for nightmares and sleep issues, which suggest unresolved trauma (ICF Code of Ethics, Section 2.5).

B . Stop coaching until the client stops experiencing sleeping issues and nightmares: Ceasing coaching entirely isn't required unless the client's condition prevents engagement. ICF encourages maintaining the relationship within its scope (ICF Definition of Coaching).

C . Modify the coaching agreement to address the client's struggles with the problems resulting from this past event: This crosses into therapy by addressing past trauma, violating ICF boundaries and Competency 3 ("Establishes and Maintains Agreements").

D . Contact a health provider for the client so the coach and health provider can collaborate: This breaches confidentiality (ICF Code of Ethics, Section 4) unless the client explicitly consents, and collaboration exceeds coaching's non-therapeutic role.

Option A is the best action, as it upholds ICF ethics and boundaries by continuing coaching within its scope while ensuring the client's mental health needs are addressed professionally.

#### NEW QUESTION # 49

Nearing the end of a session, your client is still not quite sure what to do about a specific situation. You have the feeling that a similar experience that you have had in the past might be useful for the client. The best response is:

- A. Ask the client if you can tell them a story, and then ask them to share what is relevant in the story.
- B. Share your story and list the possible options your client can try.
- C. Share with the client that you have had a similar experience and enquire if the client would like to hear and see if anything in there may or may not be useful.
- D. Tell the client that you have had a similar experience and you know exactly what they should do.

#### Answer: C

Explanation:

Option D adheres to Competency 7.11, "Shares observations, insights, and feelings without attachment," by offering the experience as an option while preserving client autonomy (Competency 8.3). It aligns with Ethics Section 2.2 (non-imposition) and the ICF

Definition of Coaching (facilitating, not directing).

Option A is directive, violating Competency 2.2. Option B seeks permission but assumes relevance. Option C shares without consent and suggests solutions, bypassing partnership. D best respects the client's choice and process.

References: ICF Core Competencies (2.2, 7.11, 8.3); ICF Code of Ethics (2.2); ICF Definition of Coaching.

## NEW QUESTION # 50

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