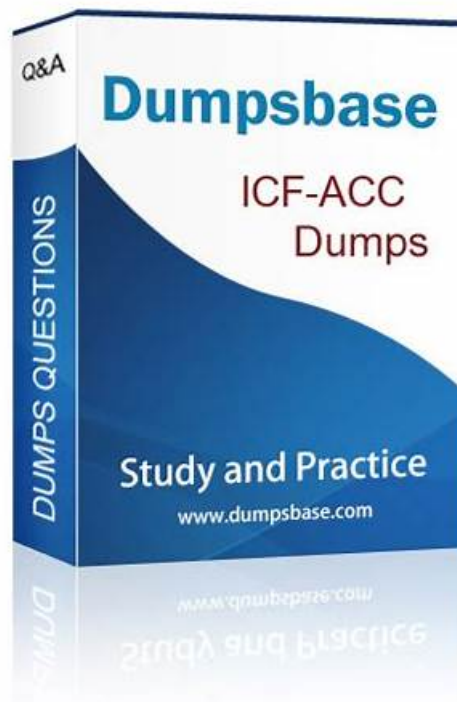


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## ICF ICF-ACC Exam Syllabus Topics:

Topic	Details
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Topic 1	<ul style="list-style-type: none"> <li>• <b>Domain: Definition and Boundaries of Coaching:</b> 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>• <b>Domain: Coaching Competencies, Strategies, and Techniques:</b> 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>• <b>Domain: Coaching Ethics:</b> 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>

## ICF Associate Certified Coach Sample Questions (Q47-Q52):

### NEW QUESTION # 47

Which is the best time for a coach to help a client develop an action plan?

- A. When the coach has several options to share
- **B. Once the goal-setting process is complete**
- C. During the assessment of the client's current goal progress

**Answer: B**

### NEW QUESTION # 48

Which response reflects active listening to a client who claims to be struggling?

- **A. Allowing the client to direct the discussion while the coach asks questions to learn more**
- B. Asking to share a suggestion while the client is speaking to demonstrate the urgency of the issue
- C. Relating to the client's struggles by mentioning similar struggles the coach has experienced
- D. Letting the client know the coach is listening and would like to share some recommendations

**Answer: A**

Explanation:

ICF Competency 6 ("Listens Actively") involves "focusing fully on what the client is saying and not saying, understanding the meaning in context, and demonstrating that the client is heard." It prioritizes client-led dialogue and clarification over coach input. Let's assess:

\* A. Allowing the client to direct the discussion while the coach asks questions to learn more: This embodies Competency 6 by keeping the client central, using questions to deepen understanding and reflect listening.

\* B. Relating to the client's struggles by mentioning similar struggles the coach has experienced:

This risks redirecting attention to the coach, not fully hearing the client (ICF Code of Ethics, Section 1).

\* C. Allowing the client to direct the discussion while the coach asks questions to learn more: This embodies Competency 6 by keeping the client central, using questions to deepen understanding and reflect listening.

\* D. Letting the client know the coach is listening and would like to share some recommendations:

Offering recommendations shifts to action (Competency 8), not pure active listening.

Option C best reflects active listening, per ICF's competency standards.

### NEW QUESTION # 49

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

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

**Answer: C**

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 # 50

Your client is a very creative person who thinks in pictures and learns visually. You, as a coach, are not naturally visual. In order to encourage and facilitate your client's learning, the worst response is:

- A. Tell your client that you are not able to work with them, as you are not a visual and creative person, therefore not a good coaching match.
- **B. Let your client know that to solve problems it is more important to be rational and to approach the problem from a more sensible point of view.**
- C. Bring a whiteboard into the coaching session where you and the client can use the space to draw pictures, connections, or add any visual aids that might encourage your client's learning.
- D. Ask the client about what they know about their preferred learning style and enquire whether using a whiteboard would be a good idea.

**Answer: B**

Explanation:

The worst response is C because it dismisses the client's unique learning style and imposes the coach's perspective, violating ICF Core Competency 7, "Evokes Awareness" (7.1), which requires leveraging the client's strengths, not redirecting them to align with the coach's preferences. It also contradicts Competency

4.1, which calls for creating a safe environment tailored to the client's needs, and the ICF Code of Ethics, Section 1, "Responsibility to Clients" (1.1 - Respecting client individuality).

Option A, while not ideal, reflects a boundary-setting choice, though it lacks adaptability. Option B shows effort to accommodate, even if presumptive. Option D is the best, as it partners with the client (Competency 2.2). By contrast, C shuts down the client's process, making it the least aligned with ICF standards.

References: ICF Core Competencies (4.1, 7.1); ICF Code of Ethics (Section 1.1).

### NEW QUESTION # 51

At which point in the coaching process should the coach explain the rules around confidentiality?

- A. After assessment are completed
- B. Before scheduling o second session
- **C. Before the coaching begins**
- D. By the end of the first session

**Answer: C**

Explanation:

The ICF Code of Ethics (Section 4.1) requires coaches to "explain and ensure that, prior to or at the initial meeting, my coaching client(s) understand the nature and limits of confidentiality." This must occur before coaching starts (Competency 3). Let's analyze:

\* A. Before the coaching begins: This aligns with Section 4.1 and Competency 3, ensuring clarity upfront.

\* B. By the end of the first session: This is too late; clients need to know limits before sharing (Section 4.2).

\* C. After assessments are completed: This delays critical disclosure, risking trust (Section 4).

\* D. Before scheduling a second session: This is after coaching begins, missing the ethical timing (Section 1.2).

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