PCC Portfolio Applicants

☐ Use the Mentor Coach Registry to identify or verify a mentor coach who holds a Mentor Coach Specialization (MCS) at the PCC level.

☐Begin mentor coaching with your Specialized Mentor Coach.

☐Complete at least **three one-to-one mentor coaching sessions** with your mentor coach. Each session must include a completed **Session Observation Form** completed by your mentor coach and reviewed during a mentor coaching session.

☐Complete an additional **seven hours** of mentor coaching, either one-to-one or in a group setting, with a Specialized Mentor Coach.

☐After completing your one-to-one mentor coaching sessions, your mentor coach will provide you with a **Competency Review Form** that documents the skills you demonstrated across your observed coaching sessions. If you demonstrate at least **67% of the PCC-level skills** within each ICF Core Competency, your completed Competency Review form is ready to submit with your PCC application.

- ☐ If you have not yet demonstrated 67% of skills in each competency area, continue mentor coaching until you meet this threshold.

☐ Save PDF copies of all **Session Observation Forms** and **Competency Review Forms.** This should be provided directly by your mentor coach.

☐ Confirm that all mentor coaching requirements have been completed before submitting your application.

- ☐10 hours of mentor coaching completed
- ☐ At least 3 hours were one to one (remaining 7 may be one to one or in group setting)
- ☐12 weeks or more between first mentor coaching session and last session

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