

ICF ACTC Acquisition Guide for AATC Graduates



This guide summarizes the key steps and prerequisites for earning ICF Advanced Certification in Team Coaching (ACTC) accreditation through the AATC program, according to the official ICF guide.

1. Prerequisites

- Active ICF credential (ACC, PCC or MCC).
- Completion of 60+ hours of team-coaching training.
- At least 5 team coaching engagements within the last 5 years.
- If you want tips on how to properly document them read here:
<https://positivityglobal.org/team-coaching/#1685385410563-cc23b6a1-0436>
- At least 5 hours of coaching supervision.
- Collection of evidence of experience and training.

2. Application procedure

- Log in to your account on the ICF site and choose to apply for ACTC.
- Fill in the online application and attach all required information (training, supervision, hours, engagements).
- Possible audit to confirm the data.
- Payment of application fees according to current ICF policy.

3. ACTC examination

- After application approval, you will receive an email to schedule the exam via Pearson VUE (on-site or online).
- The exam is based on the ICF Team Coaching Competencies and consists of 62 questions.
- If you would like to take the mock test go here: <https://positivityglobal.org/icf-team-exam-mock>
- The duration of the exam is approximately 90 minutes, with the possibility of a break.
- After completion, you receive an initial result and the official result within one week.

4. Summary Steps

- Ensure that you hold an active ICF credential (ACC, PCC or MCC).
- Collect 60+ hours of team coaching training.
- Record 5+ team coaching engagements and 5+ hours of supervision.
- Submission of application and payment of fees.
- Participation and passing the ACTC exam.

5. Candidate Checklist

- ☐ Have an active ICF credential (ACC/PCC/MCC).
- ☐ Have completed 60+ hours of team coaching training.
- ☐ Have at least 5 team coaching engagements in the last 5 years.
- ☐ Have at least 5 hours of coaching supervision.
- ☐ Have all the evidence of training and experience ready.
- ☐ Have paid the application fee.
- ☐ Have scheduled the exam through Pearson VUE.

Last updated July 31, 2020.

For all the latest news visit the ICF Global page here:

<https://coachingfederation.org/credentialing/icf-credentials-overview>