

See the ICF's version of these questions and the correct answers for each (bolded) here: [ICF ACC Exam Content](#)

Question 1

Which of the following actions is considered a violation of the ICF Code of Ethics?

- A) Maintaining confidentiality of client information
- B) Engaging in a romantic relationship with a client
- C) Continuing professional development
- D) Setting clear agreements with clients

Question 2

How **MUST** a coach maintain records pertaining to a client's coaching session?

- A) In folder that is easy to access for reference
- B) In digital and hardcopy formats
- C) In a secure format that promotes client confidentiality
- D) With the other records for the client

Question 3

After two months of a six-month coaching engagement, a client begins missing appointments and not following through on agreed-upon actions. What is the BEST approach for the coach to take?

- A) Terminate the coaching agreement immediately
- B) Ignore the issue for now and hope the client gets back on track
- C) Refer the client to a colleague who may be a better fit
- D) Explore with the client whether or not to continue with the coaching

Question 4

A client asks a coach for advice about how to carry out a new, challenging assignment. What is the best action for the coach to take?

- A) Give the client the requested advice
- B) Suggest that the client ask their supervisor for advice
- C) Send the client an email after the coaching session with several strategies the client could consider
- D) Explain the distinction between coaching and consulting and invite the client to identify strategies they could explore together

Question 5

A coach accepts a new client who values the coach's industry work experience. Which is the best action for the coach to take?

- A) Offer the coach's advice based on their industry work experience
- B) Clarify the distinction between coaching and consulting
- C) Provide the coach's credentials in the industry
- D) Suggest engagement goals for the client, based on the coach's industry experience

Question 6

What is a key difference between coaching and facilitation?

- A) Coaching involves giving direct advice, while facilitation focuses on asking questions.
- B) Coaching is primarily for personal development, while facilitation is only for professional settings
- C) Coaching is a thought-provoking and creative process to support a client to meet their full potential, while facilitation is about guiding group discussions
- D) Coaching requires a license to practice, while facilitation does not

Question 7

Which of the following represents the most important purpose of silence in coaching?

- A) To allow a client to process their thoughts
- B) To enable the coach and client to hear one another
- C) To provide the coach time to think of their next question
- D) To provide the client time to think of the right response to the coach's question

Question 8

Respecting a client's perceptions is a critical element of which coaching competency?

- A) Cultivates trust and safety
- B) Listens Actively
- C) Facilitates Client Growth
- D) Establishes and Maintains Agreements

Question 9

A coach asks the client permission to coach in a new and sensitive area. What is the purpose of this request?

- A) To allow the client to think through their potential solutions
- B) To make the client feel anxious to speed results
- C) To create a space where the coach is able to accept negative feedback
- D) To create a safe space where the client has a choice

Question 10

Using metaphors as a coaching tool is most useful in which of the following situations?

- A) The coach is teaching a concept
- B) The coach wants to nuance a message
- C) The client is seeking clarity or meaning
- D) The client does not see the coach's perspective