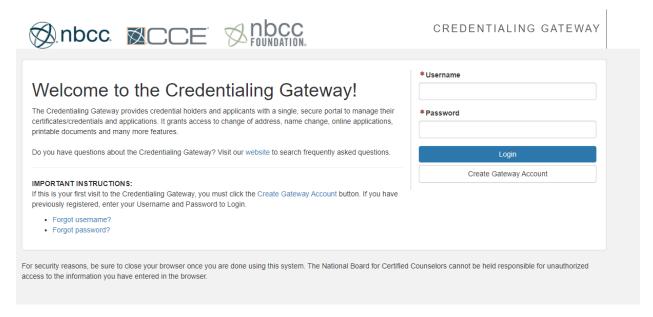
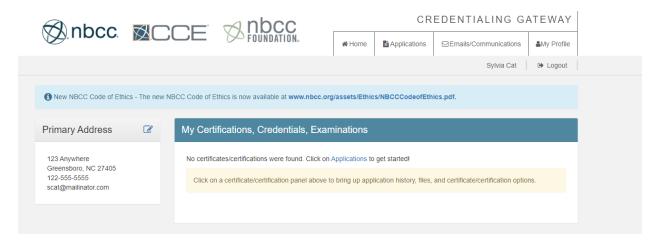
Accessing Credentialing Gateway



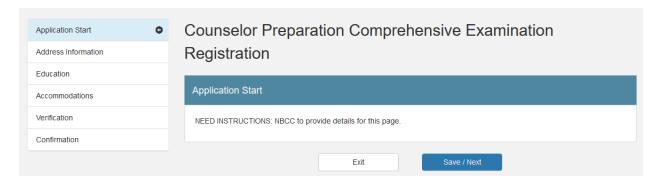
Log Into the Credentialing Gateway to select the Application type using the link, my.cce-global.org.



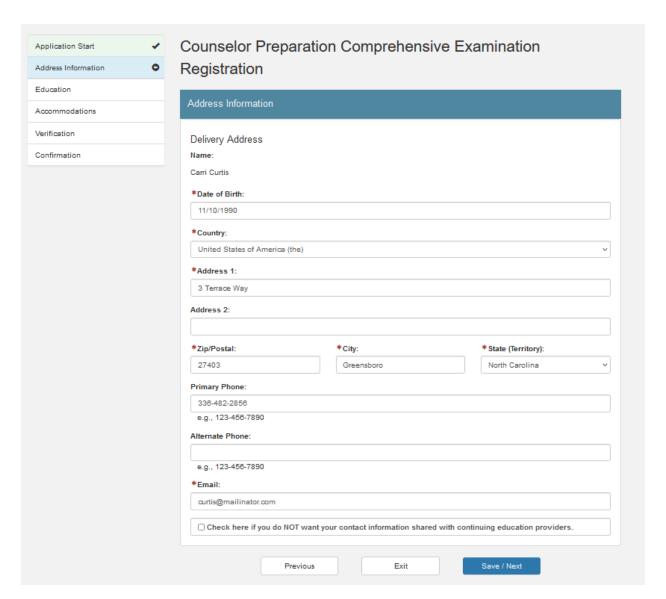
Once you have accessed your Credentialing Gateway, select applications in the upper right corner.



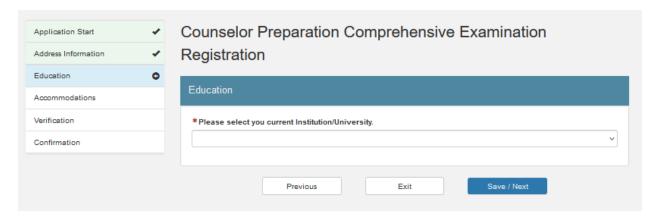
Select Counselor Preparation Comprehensive Examination (CPCE) from the list that populates.



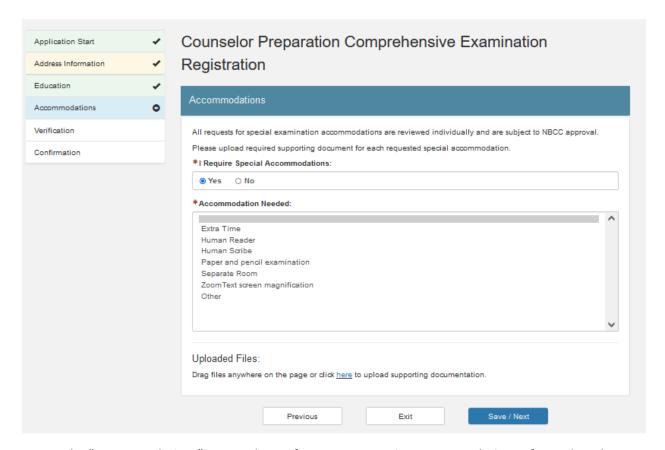
After choosing the Counselor Preparation Comprehensive Examination (CPCE) from the list of applications, proceed by selecting "Save/Next" to initiate the registration process.



The details provided during the setup of your Credentialing Gateway will automatically appear in the "Address Information" tab. Please verify the accuracy of the information, and subsequently, select "Save/Next" to progress to the next step.

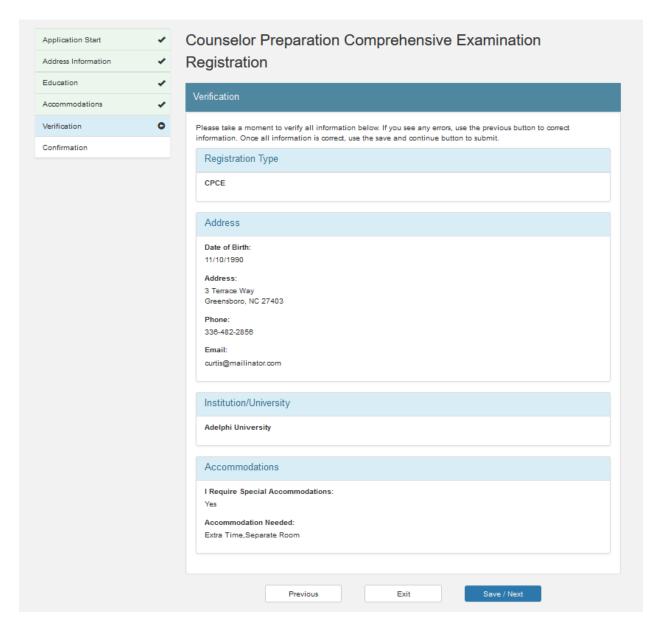


Choose the university you are currently attending and then click on "Save/Next" to proceed to the next step.



During the "Accommodations" step, indicate if you require testing accommodations. If so, select the specific accommodations needed, upload your request letter, and then click on "Save/Next" to proceed to the subsequent step.

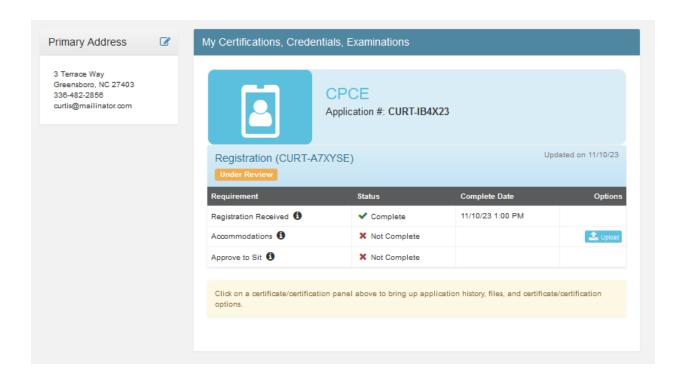
If you do not currently possess your accommodations request letter from your school, rest assured that you will have the opportunity to upload it at a later stage within your Credentialing Gateway account.



During the "Verification" step, you will have the chance to review the information entered earlier and make any necessary adjustments. Following a thorough review and confirmation of the accuracy of your details, please select "Save/Next" to progress to the next step.



Upon reaching the "Confirmation" step, your registration process is now complete. Please select "Exit" to conclude the registration process.



This screen will provide you with your application number for the CPCE and indicate that you are not yet approved to set for the examination.

It's important to acknowledge that approval to sit for the examination is contingent upon manual approval by your university program coordinator. Your information will be transmitted to Pearson Vue only after receiving this approval.