



**CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION  
TALENT ACQUISITION – EXAMINATION SERVICES UNIT**

**CORRECTIONAL COUNSELOR I  
WRITTEN EXAMINATION: FEBRUARY 23 - MARCH 1, 2026**

**STUDY GUIDE**

**GENERAL INFORMATION**

This orientation packet provides information specific to the Correctional Counselor I examination. You should review this information prior to participating in the examination.

The Correctional Counselor I examination covers all the essential knowledge, skills, and abilities of the Correctional Counselor I classification. This examination gives competitors the opportunity to demonstrate their competency and potential to perform in this classification. This study guide has been developed to help you respond to job related questions. The study guide consists of the following two sections:

- Tips for preparing for a Written Examination
- Sample questions for the Written Examination

**DESCRIPTION OF THE WRITTEN EXAMINATION**

The written examination requires knowledge of principles, techniques, rules and regulations and functions of the California Department of Corrections and Rehabilitation. Therefore, it is recommended that you review the most updated California Department of Corrections and Rehabilitation Department Operations Manual and California Code of Regulations, Title 15, Crime Prevention and Corrections. The written test consists of 3 segments of multiple-choice test items designed to assess the critical knowledge, skills, and abilities required for successful on-the-job performance in the Correctional Counselor I classification.

## **SUGGESTIONS TO PREPARE FOR THE CORRECTIONAL COUNSELOR I EXAMINATION**

- Review and study the California State Personnel Board (SPB) Class Specification. This is the legal document that states how the classification is used in general, identifies the knowledge, skills and/or abilities required, and lists any other pertinent classification information. The class specification can be found here: [Correctional Counselor I](#)
- Find out how and where the classification is being used to broaden your understanding of the classification. Talk to an incumbent currently in the position and request copies of duty statements. Individuals currently performing the duties of the classification can provide you with insight into the actual on-the-job tasks.
- Acquaint yourself with the California Code of Regulations [Title 15, Crime Prevention and Corrections](#).
- Familiarize yourself with the California Department of Corrections and Rehabilitation [Department Operations Manual \(DOM\)](#).

## **WRITTEN EXAMINATION TIPS**

- Carefully read the written test instructions.
- Read specific segment instructions thoroughly to ensure you are answering the questions correctly.
- Read each question in its entirety before you look at the answers.
- Read all choices carefully before choosing your answer.
- Immediately eliminate answers you know are wrong.
- Do not keep changing your answer. Usually, your first choice is the right one.
- Do not skip around from section to section. This may cause you to get confused and take excessive time to finish.
- Do not spend too much time on questions you are unable to answer. Move on and come back to those questions.
- Pace yourself. Make sure you allow yourself time to get back to any unanswered questions.

There are many areas that are covered in this examination. The examination is a competitive process. While you are not expected to know everything, the more prepared you are the more competitive you should be. Do your research and allow time for preparation. Good luck!

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## SAMPLE QUESTIONS

The following is a brief description and examples of the critical performance areas measured by the examination. The critical performance areas are based on the knowledge, skills and abilities indicated on the examination bulletin and class specification

### SEGMENT 1 – ARITHMETIC

This test segment is designed to measure your knowledge of basic mathematics.

#### SAMPLE QUESTION #1

**Instructions:** Read the following excerpt and choose the one response that most appropriately answers the situation or topic covered.

There are 15 staff members who agreed to pitch in and purchase a refrigerator for the break room. The new refrigerator will cost \$480.00. If each person pays an equal amount, how much will each employee pay for the new refrigerator?

- A. \$32.00
- B. \$36.00
- C. \$42.00
- D. \$48.00

The correct answer is **A**. \$480.00 divided by 15 equals \$32.00

### SEGMENT 2 – READING COMPREHENSION

This test segment is designed to measure your ability to understand, interpret, and/or draw conclusions from written text.

#### SAMPLE QUESTION #2

**Instructions:** Choose the one response that most appropriately answers the situation or topic covered.

The word **aggregate** is most similar to:

- A. Average
- B. Increase
- C. Cumulative
- D. Moderate

The correct answer is **C**. According to the Merriam-Webster Thesaurus.

### **SAMPLE QUESTION #3**

**Instructions:** Read the following excerpt and choose the one response that most appropriately answers the situation or topic covered.

Modoc County Sheriff's Department

#### **CIRCUMSTANCES OF THE OFFENSE**

Report #AB0614

Modoc District Attorney (DA) Trial Brief dated July 7, 2009

On July 7, 2009, at approximately 1300 hours, John Smith and Jamie Dall were sitting in a vehicle when they observed a black Mustang drive by. The black Mustang turned around, drove back, and the passenger fired one shot from a shotgun striking both victims. After the vehicle fled the area, the victims were transported to Apple Hill Hospital. It was later discovered at around 1630 hours there was another shooting which also involved the black Mustang at a nearby Walmart. Three witnesses observed the shooter exit the vehicle and approach a security guard, who denied the suspect entrance. The suspect became irate then left the area. A short time later, the black Mustang returned with the passenger pointing a weapon out of the window and firing three shots, striking three victims. The suspect then fled the scene.

How many people were shot by the passenger of the black Mustang?

- A. 2
- B. 3
- C. 5
- D. 6

The correct answer is **C**. Two victims were hit from the first shot and three victims were hit from three shots.

### **SEGMENT 3 – POLICIES AND PROCEDURES**

This test segment is designed to measure your knowledge of Departmental policies and procedures.

### **SAMPLE QUESTION #4**

**Instructions:** Choose the one response that most appropriately answers the situation or topic covered.

According to California Penal Code Section 2933.1, any person who is convicted of a felony offense listed in subdivision (c) of Section 667.5 shall accrue no more than percent of worktime credit.

- A. 15%
- B. 25%
- C. 65%
- D. 75%

The correct answer is **A**. According to California Penal Code Section 2933.1(a).