

2025 Correctional Program Officer C

Experience and Education (E&E) Scoring Guide

This guide will serve as a reference for you to understand the point allocation for answers to each question on the E&E component of the 2025 Correctional Program Officer C (CPO C) Promotional Exams. Please note that the information contained in this E&E scoring guide is applicable to only the 2025 CPO C Exam. This guide should only be relied upon for exams administered in 2025. HRD reserves the right to change the point allocation or E&E categories for any future exam. All questions are scored based upon experience, and education as of the exam date.

Category and Maximum Allowable Points

The following chart displays the E&E categories and the maximum points available for each category. The available points for each category are capped at that amount. As you review the point allocation for answers to each question, you may notice that the sum of the points you can earn for a category may exceed the maximum points available for that category. Please note that you may not be given more than the maximum available points for a category.

Category	Section	Maximum Points Available
Job Experience	Time as CPO A/B	75
	Time in Mass DOC/Parole Board	
	Time in Mass Public Safety-Police, Probation	
	Time Outside Mass in DOC	
	Outside Supervisor Time	
Education	Academic Schooling	25

As you review the points allocated to each potential response, you will see that they are not distributed equally across the years of experience. This is because similar to the previous E&E, the new E&E gives a greater weight to more recent experience. Experience or education that is more relevant or important to the position is given a higher point value. Point values for experience are displayed to 2 decimal places.

Questions and Allocated Points

Q1: Correctional Program Officer C Exam Eligibility: If you have been approved as eligible to take this exam, select yes. If you have not been approved, please exit this application immediately and contact your employing agency.

Q2: Verifying Experience Claims: Asked whether the candidate understood the instructions for the Experience portion of the claim.

Q3-Q11: Job Experience

Q3: Mass Department of Correction CPO A/B Experience: Indicate how many year(s) you have served in the rank of Correctional Program Officer A/B in the Massachusetts Department of Correction.

Mass DOC Experience: CPO A/B	
No experience	0
1 year	9.44
2 years	13.74
3 years	17.89
4 years	21.90
5 years	25.76
6 years	29.47
7 years	33.04
8 years	36.47
9 years	39.75
10 years	42.88
11 years	45.86
12 years	48.70
13 years	51.40
14 years	53.95
15 years	56.35
16 years	58.61
17 years	60.72
18 years	62.69
19 years	64.51
20 years	66.19
21 years	67.72
22 years	69.10
23 years	70.34
24 years	71.43
25 years	72.38
26 years	73.18
27 years	73.83
28 years	74.34

29 years	74.71
30 years or more	74.93

Q4: Mass DOC Non-Supervisory Experience: Indicate how many year(s) you have served as a Correction Officer I or Parole Officer A/B within the Massachusetts Department of Correction/Parole Board. Do not include experience for which you have given yourself credit in a previous category.

Mass DOC Other Experience: CO I or Parole Officer A/B	
No experience	0
1 year	2.32
2 years	4.54
3 years	6.63
4 years	8.62
5 years	10.49
6 years	12.24
7 years	13.89
8 years	15.42
9 years	16.84
10 years	18.14
11 years	19.33
12 years	20.41
13 years	21.37
14 years	22.22
15 years	22.96
16 years	23.58
17 years	24.09
18 years	24.49
19 years	24.77
20 years or more	24.94

Q5: Mass DOC Supervisory Experience: Indicate how many year(s) you have served as a Correction Officer II/III/IV, Field Parole Officer C/D or Institutional Parole Officer C within the Massachusetts Department of Correction/Parole Board. Do not include experience for which you have given yourself credit in a previous category.

Mass DOC Other Supervisory Experience: CO II/III/IV, Field Parole C/D or Institutional Parole Officer C	
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No experience	0
1 year	3.25
2 years	6.35
3 years	9.29
4 years	12.06
5 years	14.68
6 years	17.14
7 years	19.44
8 years	21.59
9 years	23.57
10 years	25.40
11 years	27.06
12 years	28.57
13 years	29.92
14 years	31.11
15 years	32.14
16 years	33.02
17 years	33.73
18 years	34.29
19 years	34.68
20 years or more	34.92

Q6: Mass Department of Correction Other Non-Supervisory Experience: Indicate how many year(s) you have served in a non-supervisory role working directly with parole hearings, victim services, or experience that relates strongly to the duties performed by a Correctional Program Officer in the Massachusetts Department of Correction (e.g., Spectrum, Parole Board program coordinator, group/sober home experience, counseling/social work experience).

Mass DOC Other Experience: Spectrum, Parole Board program coordinator, group/sober home experience, counseling/social work experience, etc.	
No experience	0
1 year	1.39
2 years	2.72
3 years	3.98
4 years	5.17
5 years	6.29

6 years	7.35
7 years	8.33
8 years	9.25
9 years	10.10
10 years	10.88
11 years	11.60
12 years	12.24
13 years	12.82
14 years	13.33
15 years	13.78
16 years	14.15
17 years	14.46
18 years	14.69
19 years	14.86
20 years or more	14.97

Q7: Mass Department of Correction Other Supervisory Experience: Indicate how many year(s) you have served in a supervisory role working directly with parole hearings, victim services, or experience that relates strongly to the duties performed by a Correctional Program Officer in the Massachusetts Department of Correction (e.g., Spectrum, Parole Board program coordinator, group/sober home experience, counseling/social work experience).

Mass DOC Other Supervisory Experience: Spectrum, Parole Board program coordinator, group/sober home experience, counseling/social work experience, etc.	
No experience	0
1 year	1.67
2 years	3.27
3 years	4.78
4 years	6.20
5 years	7.55
6 years	8.82
7 years	10.00
8 years	11.10
9 years	12.12
10 years	13.06
11 years	13.92

12 years	14.69
13 years	15.39
14 years	16.00
15 years	16.53
16 years	16.98
17 years	17.35
18 years	17.63
19 years	17.84
20 years or more	17.96

Q8: Mass Public Safety Non-Supervisory Experience: Indicate how many year(s) you have served in a non-supervisory role within the following Massachusetts public safety departments - Police, Probation.

Mass Public Safety Experience: Police, Probation	
No experience	0
1 year	1.12
2 years	2.18
3 years	3.18
4 years	4.14
5 years	5.03
6 years	5.88
7 years	6.67
8 years	7.40
9 years	8.08
10 years	8.71
11 years	9.28
12 years	9.80
13 years	10.26
14 years	10.67
15 years	11.02
16 years	11.32
17 years	11.56
18 years	11.76
19 years	11.89
20 years or more	11.97

Q9: Mass Public Safety Supervisory Experience: Indicate how many year(s) you have served in a supervisory title within the following Massachusetts public safety departments - Police, Probation.

Mass Public Safety Supervisory Experience: Police, Probation	
No experience	0
1 year	1.39
2 years	2.72
3 years	3.98
4 years	5.17
5 years	6.29
6 years	7.35
7 years	8.33
8 years	9.25
9 years	10.10
10 years	10.88
11 years	11.60
12 years	12.24
13 years	12.82
14 years	13.33
15 years	13.78
16 years	14.15
17 years	14.46
18 years	14.69
19 years	14.86
20 years or more	14.97

Q10: Outside Parole Non-Supervisory Experience: Indicate the total number of year(s) worked in a non-supervisory role as a Correctional Program Officer or Correction Officer outside of Massachusetts.

Out of State Parole Experience: CPO, CO	
No experience	0
1 year	1.86
2 years	3.63
3 years	5.31

4 years	6.89
5 years	8.39
6 years	9.80
7 years	11.11
8 years	12.34
9 years	13.47
10 years	14.51
11 years	15.46
12 years	16.33
13 years	17.10
14 years	17.78
15 years	18.37
16 years	18.87
17 years	19.27
18 years	19.59
19 years	19.82
20 years or more	19.95

Q11: Outside Parole Supervisory Experience: Indicate the total number of year(s) served in a supervisory role as a Correctional Program Officer or Correction Officer outside of Massachusetts.

Out of State Parole Supervisory Experience: CPO, CO	
No experience	0
1 year	2.32
2 years	4.54
3 years	6.63
4 years	8.62
5 years	10.49
6 years	12.24
7 years	13.89
8 years	15.42
9 years	16.84
10 years	18.14
11 years	19.33
12 years	20.41

13 years	21.37
14 years	22.22
15 years	22.96
16 years	23.58
17 years	24.09
18 years	24.49
19 years	24.77
20 years or more	24.94

Q12: Outside Non-Correctional Supervisor Experience: Indicate how many year(s) of non-correctional supervisory experience you have. This includes military, maritime service, and private companies.

Outside Supervisory Experience: military, maritime service, and private companies	
No experience	0
1 year	0.28
2 years	0.54
3 years	0.80
4 years	1.03
5 years	1.26
6 years	1.47
7 years	1.67
8 years	1.85
9 years	2.02
10 years	2.18
11 years	2.32
12 years	2.45
13 years	2.56
14 years	2.67
15 years	2.76
16 years	2.83
17 years	2.89
18 years	2.94
19 years	2.97
20 years or more	2.99

Q13: Education

Q13: Education: As of the written exam date, if you have a related and/or unrelated conferred degree(s) from a regionally accredited college or university, choose the highest-ranked degree you have obtained.

*Note: The degrees below are listed in order of highest-ranked (Related Master's or higher Degree) to lowest-ranked (Unrelated Associate's Degree).

Education	
Related Master's or higher Degree	25
Related Bachelor's Degree	23
Related Associate's Degree	21
Unrelated Master's or higher Degree	19
Unrelated Bachelor's Degree	17
Unrelated Associate's Degree	15
No degree	0

Scoring methodology:

You will receive an E&E score notice that will indicate the total points you earned in each category. In addition, the score notice will list any categories that you claimed but were not credited due to a lack of supporting documentation or errors in calculation. The final E&E score that will appear on your score notice will be derived through a standardization and weighting process. In addition, the E&E exam component as a whole is weighted relative to the Technical Knowledge Test and Situational Judgement Test exam components. You cannot add up the points based on the information in this guide to obtain the score that will represent 20% of your total overall score on the CPO C Promotional Exam.

A candidate who failed to submit an E&E application by the deadline will receive a score of "Incomplete". A candidate who failed to submit any supporting documentation to their E&E application will receive a score of "Incomplete".