

2025 Institutional Parole 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 Institutional Parole Officer C (IPO C) Promotional Exams. Please note that the information contained in this E&E scoring guide is applicable to only the 2025 IPO 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, certifications, trainings, 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 TPO A/B & IPO C	78
	Time in Mass Parole Board	
	Time in Mass Public Safety	
	Time Outside Mass in Parole	
	Outside Supervisor Time	
Education	Academic Schooling	22

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: Institutional Parole 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 Parole Board TPO A/B Experience: Indicate how many year(s) you have served in the rank of Transitional Parole Officer A/B in the Massachusetts Parole Board.

Mass Parole Board Experience: TPO A/B	
No experience	0
1 year	9.53
2 years	13.88
3 years	18.05
4 years	22.04
5 years	25.86
6 years	29.50
7 years	32.96
8 years	36.24
9 years	39.35
10 years	42.28
11 years	45.03
12 years	47.60
13 years	50.00
14 years	52.22
15 years	54.26
16 years	56.12
17 years	57.81
18 years	59.32
19 years	60.65
20 years	61.80
21 years	62.78
22 years	63.58
23 years	64.20
24 years	64.64
25 years or more	64.91

Q4: Mass Parole Board IPO C Experience Indicate the total number of months worked as an acting, provisional and/or temporary after certification Institutional Parole Officer C in the Massachusetts Parole Board.

Mass Parole Board Experience: IPO C	
No experience	0
1 month to 6 months	4.83
7 months to 12 months	6.33
13 months to 18 months	7.5
19 months to 24 months	8.33
25 months or more	8.83

Q5: Mass Parole Board Non-Supervisory Experience: Indicate how many year(s) you have served in a non-supervisory role working directly with parole hearings, victim services, or other experience strongly related to the duties performed by an Institutional Parole Officer C in the Massachusetts Parole Board. Do not include experience for which you have given yourself credit in a previous category.

Mass Parole Board: Other Non-Supervisory	
No experience	0
1 year	2.60
2 years	4.96
3 years	7.07
4 years	8.93
5 years	10.54
6 years	11.90
7 years	13.02
8 years	13.88
9 years	14.50
10 years or more	14.88

Q6: Mass Parole Board Supervisory Experience: Indicate how many year(s) you have served in a supervisory role working directly with parole hearings, victim services, or other experience strongly related to the duties performed by an Institutional Parole Officer C in the Massachusetts Parole Board. Do not include experience for which you have given yourself credit in a previous category.

Mass Parole Board: Other Supervisory	
No experience	0
1 year	3.47
2 years	6.61
3 years	9.42

4 years	11.90
5 years	14.05
6 years	15.87
7 years	17.36
8 years	18.51
9 years	19.34
10 years or more	19.83

Q7: Mass Public Safety Non-Supervisory Experience: Indicate the total number of year(s) worked in a non-supervisory role within the following Massachusetts public safety agencies- Pole, Corrections, Probation

Mass Public Safety: Non-Supervisory	
No experience	0
1 year	1.74
2 years	3.31
3 years	4.71
4 years	5.95
5 years	7.02
6 years	7.93
7 years	8.68
8 years	9.26
9 years	9.67
10 years or more	9.92

Q8: Mass Public Safety Supervisory Experience: Indicate the total number of year(s) worked in a supervisory role within the following Massachusetts public safety agencies- Pole, Corrections, Probation

Mass Public Safety: Supervisory	
No experience	0
1 year	2.26
2 years	4.30
3 years	6.12
4 years	7.74
5 years	9.13
6 years	10.31
7 years	11.28

8 years	12.03
9 years	12.57
10 years or more	12.89

Q9: Outside Parole Non-Supervisory Experience: Indicate the total number of year(s) worked in a non-supervisory role as an Institutional Parole Officer outside of Massachusetts.

Out of State IPO Experience: Non-Supervisory	
No experience	0
1 year	1.74
2 years	3.31
3 years	4.71
4 years	5.95
5 years	7.02
6 years	7.93
7 years	8.68
8 years	9.26
9 years	9.67
10 years or more	9.92

Q10: Outside Parole Supervisory Experience: Indicate the total number of year(s) worked in a supervisory role as an Institutional Parole Officer outside of Massachusetts.

Out of State IPO Experience: Non-Supervisory	
No experience	0
1 year	2.26
2 years	4.30
3 years	6.12
4 years	7.74
5 years	9.13
6 years	10.31
7 years	11.28
8 years	12.03
9 years	12.57
10 years or more	12.89

Q11: Outside Non-Parole Supervisor Experience: Indicate how many year(s) of non-parole supervisory experience you have. This includes military, maritime service, and private companies.

Outside Non-Parole Experience: Supervisory	
No experience	0
1 year	0.36
2 years	0.70
3 years	1.02
4 years	1.31
5 years	1.58
6 years	1.83
7 years	2.05
8 years	2.25
9 years	2.43
10 years	2.58
11 years	2.71
12 years	2.81
13 years	2.89
14 years	2.95
15 years or more	2.99

Q12: Education

Q12: 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 Doctorate Degree) to lowest-ranked (Unrelated Associate's Degree).

Education	
Related Doctorate Degree	22
Related Master's Degree	20
Related Bachelor's Degree	18
Related Associate's Degree	16
Unrelated Doctorate Degree	14
Unrelated Master's Degree	12
Unrelated Bachelor's Degree	10
Unrelated Associate's Degree	8

No degree	0
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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 IPO 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”.