

## **Checklist of Requirements for Pharmacist License by Examination**

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2") with full name printed on the back
- Social Security Number or a Sworn Affidavit
- Name change document (Marriage Certificate, Divorce Decree, Court Order) if applicable
- One (1) clear photocopy of a U.S. government-issued photo ID, such as a driver's license, as proof of identity
- Criminal Background Check (FBI and State) effective January 3, 2011
- Certificate of Graduation or Official Transcript - Recent College graduates only. If school does not provide Certificate of Graduation, it is mandatory that applicant provides the Educational and Training Supplemental Form
- Foreign Graduate Applicants- **FPGEC** – Foreign Pharmacy Graduate Examination Committee –Certificate
- Proof that the applicant has successfully completed a pharmacy internship consisting of one of the following: (Verified through the State Board of Pharmacy where hours were earned)
  - One thousand (1,000) hours of pre-licensure professional practice in a program administered by a college of pharmacy accredited by ACPE at the time the applicant graduated; or
  - One thousand five hundred (1,500) hours of independent pre-licensure professional practice under the supervision of a licensed pharmacist who uses the standards for pre-licensure professional practice described in § 6502.2; or

- Two (2) rotations totaling six hundred and sixty (660) hours of pre- licensure professional practice administered by a college of pharmacy accredited by ACPE at the time the applicant does the internship and five hundred and ten (510) hours of independent pre-licensure professional practice under the supervision of a licensed pharmacist who uses the standards for pre-licensure professional described in § 6502.2.
  
  - Proof that the applicant has completed an additional four hundred (400) hours of independent pre-licensure practice in a pharmacy setting with emphasis being on the distribution of medicines and prescriptions (Verified through the State Board of Pharmacy where hours were earned)
  
  - NAPLEX and MPJE passing score results (transmitted from NABP to the Board)
  
  - Check, Money Order or Certified Check payable to **DC Treasurer** for \$280
- Fees are non-refundable

### **Checklist of Requirements for Pharmacist License by Reciprocity**

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2") with full name printed on the back
- Social Security Number or a Sworn Affidavit
- Name change document (Marriage Certificate, Divorce Decree, Court Order) if applicable
- One (1) clear photocopy of a U.S. government-issued photo ID, such as a driver's license, as proof of identity
- Criminal Background Check (FBI and State) effective January 3, 2011
- NABP Electronic Licensure Transfer Application sent from NABP
- MPJE passing score results (transmitted from NABP to the Board)
- Check, Money Order or Certified Check payable to **DC Treasurer** for \$280

Fees are non- refundable

**Checklist of Requirements for Pharmacist License by Reciprocity  
w/ Waiver of Licensure Transfer**

- A complete signed application for DC License
  - Two (2) recent passport photos (2" X 2") with full name printed on the back
  - Social Security Number or a Sworn Affidavit
  - Name change document (Marriage Certificate, Divorce Decree, Court Order) if applicable.
  - One (1) clear photocopy of a U.S. government-issued photo ID, such as a driver's license, as proof of identity.
  - Criminal Background Check (FBI and State) effective January 3, 2011.
  - Applicant previously licensed in the District of Columbia and expiration date is past 5 years; submit proof.
  - Verification of current license from another state Board of Pharmacy
  - MPJE passing score results (transmitted from NABP to the Board)
  - Check, Money Order or Certified Check payable to **DC Treasurer** for \$280
- Fees are non- refundable

## **Checklist of Requirements for Pharmacist License by Score Transfer**

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2") with full name printed on the back
- Social Security Number or a Sworn Affidavit
- Name change document (Marriage Certificate, Divorce Decree, Court Order) if applicable.
- One (1) clear photocopy of a U.S. government-issued photo ID, such as a driver's license, as proof of identity.
- Criminal Background Check (FBI and State) effective January 3, 2011.
- NAPLEX and MPJE passing score results (transmitted from NABP to the Board)
- Check, Money Order or Certified Check payable to **DC Treasurer** for \$280

Fees are non- refundable

## **Checklist of Requirements for Vaccination and Immunization Certification**

- A complete signed application
- Two (2) recent passport photos (2" X 2") with full name printed on the back
- Social Security Number or a Sworn Affidavit
- Name change document (Marriage Certificate, Divorce Decree, Court Order) if applicable
- One (1) clear photocopy of a U.S. government-issued photo ID, such as a driver's license, as proof of identity
- Criminal Background Check (FBI and State) effective January 3, 2011.
- Proof of current CPR Certification for Health Care Providers
- Proof of successful completion of an ACPE-accredited Immunization and Vaccination Certification course approved by the Board of Pharmacy
- A copy of current DC license (applicable to pre-existing DC Pharmacist Licensees ONLY)
- Check, Money Order or Certified Check payable to DC Treasurer for \$50 Fees are non-refundable

### **Checklist of Requirements for Pharmacist by Re-Examination**

- A complete signed application for DC License
- Social Security Number or a Sworn Affidavit
- Name change document (Marriage Certificate, Divorce Decree, Court Order) if applicable.
- Check, Money Order or Certified Check payable to **DC Treasurer** for \$85

Fees are non- refundable

## **Checklist of Requirements for Pharmacy Intern License**

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2") with full name, license number or social security number written on the back
- Social Security Number or a Sworn Affidavit
- Name change document (Marriage Certificate, Divorce Decree, Court Order) if applicable.
- One (1) clear photocopy of a U.S. government-issued photo ID, such as a driver's license, as proof of identity.
- Criminal Background Check (FBI and State) effective January 3, 2011.
- Official Transcript
- Foreign Graduate Applicants- **FPGEC** – Foreign Pharmacy Graduate Examination  
Notarized Preceptor Form
- A pharmacy intern registering for the sole purpose of completing an IPPE or APPE is not required to provide documentation of a preceptor or notify the Board when the pharmacy intern changes preceptors or work site.
- Check, Money Order or Certified Check payable to **DC Treasurer** for \$50  
Fees are non- refundable