

# GEORGIA BOARD OF PHARMACY

2 MLK Jr. Drive, SE, 11th Floor

East Tower

Atlanta, GA 30334

## PHARMACIST APPLICANT INFORMATION SHEET

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Application fees are **NON-REFUNDABLE**.

**Applications are valid for one year.**

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**APPLICATION FOR LICENSURE IN GEORGIA:** The following items must be received in order to be considered for licensure:

- Required fees made payable to the GA Board of Pharmacy as follows:
  - \$250 non-refundable application fee; and
  - \$50 non-refundable decorative wall certificate fee. These fees must be made submitted in two separate checks.
  - Verification of graduation from College of Pharmacy
  - Passing exam score reports:
    - Minimum score of 75 on the NAPLEX and MPJE examinations.
  - Complete and notarized application
  - Please allow 30 business days for processing

**EXAM INFORMATION:** You are required to take the NAPLEX and MPJE through NABP. Contact them at nabp.net.

- NABP & MPJE results are valid for two years.
- If you have not already taken the NAPLEX and MPJE, please schedule the exams with NABP and contact the Georgia Board of Pharmacy after you have registered for the exam(s).
- Score reports received from NABP may be obtained via the NABP website at: <https://nabp.pharmacy/> .

**Pre-NAPLEX information:** Contact NABP at <https://nabp.pharmacy/> .

### INTERNSHIP HOURS:

**All candidates** for the examination **must have acquired 1500 hours** of approved internship on file with the board.

- If your **internship hours were obtained in another state, you must contact that State Board of Pharmacy office and request that they certify your internship hours to Georgia.**

### FOREIGN GRADUATES:

- Must also submit a Foreign Pharmacy Graduation Examination Committee (**FPGEC**) **certificate**.
- Foreign graduate intern hours must be from a pharmacy in the U.S.

### RECIPROCITY APPLICANTS:

- Access the NAPLEX/MPJE Registration Bulletin at <https://nabp.pharmacy/> , which provides information regarding fees, exams, etc.

Current Georgia State Board of Pharmacy Laws & Rules and Candidate Information Bulletins are available at:  
[www.gbp.georgia.gov](http://www.gbp.georgia.gov).

This application should **not** be used for license transfer/reciprocity. Please contact NABP for the appropriate application.



# Georgia Board of Pharmacy

2 MLK Jr Drive SE, 11<sup>th</sup> Floor  
East Tower  
Atlanta, GA 30334

(404) 651-8000

www.gbp.georgia.gov

Do Not Write in this Section:

Receipt#: \_\_\_\_\_

Amount: \_\_\_\_\_

Applicant#: \_\_\_\_\_

Initials/Date: \_\_\_\_\_

## APPLICATION FOR INITIAL LICENSURE BY EXAMINATION

**Application Fee: \$300 Fee. Submit two (2) separate checks or money orders: one for \$250.00 and one for \$50.00 both payable to the Georgia Board of Pharmacy. Application fees are nonrefundable.**

DISABILITY- The Board will provide reasonable accommodation to a qualified applicant with a disability in accordance with the Americans with Disabilities Act. If you have a disability and may require an accommodation, you must contact the Board to obtain the REQUEST FOR DISABILITY ACCOMMODATION GUIDELINES. VETERANS PREFERENCE POINTS- Veterans may be eligible for special benefits in testing. For more information, contact the Board office. **Submit copy of DD214 with your application.**

### Part I: Personal Information

Name:

(PLEASE PRINT) \_\_\_\_\_  
First Middle Last

Name as desired on License:

(PLEASE PRINT) \_\_\_\_\_  
First Middle Last

Name as shown on exam records or transcripts

(if different – please print) \_\_\_\_\_  
First Middle Last

PLEASE CHECK ONE OF THE FOLLOWING: MALE: \_\_\_\_\_ FEMALE: \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth \_\_\_\_\_

Physical Address \_\_\_\_\_

*P.O. Box not acceptable*- Number and Street Apt. No City/State Zip

Mailing Address \_\_\_\_\_

(if different) Number and Street Apt. No City/State Zip

*(If you are granted a license, your name, mailing address and license number become public information and will be posted on the Georgia Board of Pharmacy's website. The mailing address is used for renewal notices, and application processing.)*

**\*This information is authorized to be obtained and disclosed to state and federal agencies pursuant to O.C.G.A. §19-11-1 and O.C.G.A. §20-3-295, 42 U.S.C.A. §551 and 20 U.S.C.A. §1001. It may also be disclosed to the National Practitioner's Databank (NPDB) and the Healthcare Integrity and Protection Data Bank (HIPDB) or other licensing boards, or other regulatory agencies for license tracking purposes.**

Telephone Number \_\_\_\_\_ Day Telephone Number \_\_\_\_\_ Email Address\* \_\_\_\_\_ FAX \_\_\_\_\_

**\*Acknowledgement of your application will be sent by email. Also, if further information is needed, email is the most efficient way for Board staff to contact you so that your application can be processed in the most efficient manner. Your email will not be shared with third parties.**

**Part II: Professional Education**

12. Highest Degree Earned: \_\_\_\_\_ Doctorate \_\_\_\_\_ Master's \_\_\_\_\_ Bachelor's \_\_\_\_\_ Diploma/Certificate

13. Name/Address of Pharmacy School attended:

a. Dates Attended: \_\_\_\_\_ c. Graduation Date: \_\_\_\_\_

b. Major: \_\_\_\_\_ d. Degree(s) Earned: \_\_\_\_\_

14.  **Yes**  **No** Have you ever been arrested, convicted, sentenced, pled guilty to, pled nolo contendere to, or given first offender status for the commission of a felony, misdemeanor, or any offense other than a minor traffic violation? (DWI & DUP's are **not** minor violations.) **If yes, you must attach an explanation and request official documents be sent to Board office.**

15.  **Yes**  **No** Have you ever had any restrictions as a Medicaid or Medicare provider? **If yes, you must provide an explanation.**

16.  **Yes**  **No** Have you ever had revoked or suspended or otherwise sanctioned any license issued by any Board or Agency in Georgia or in any other State? **If yes, you must provide an explanation.**

17.  **Yes**  **No** Have you ever been denied issuance of or, pursuant to disciplinary proceedings, refused renewal or a license by any Board or Agency in Georgia or any other State? **If yes, you must provide an explanation.**

18.  **Yes**  **No** Have you taken a previous examination given by the Georgia State Board of Pharmacy **If yes, give number of times and dates.**

\_\_\_\_\_  
List all states in which you now hold or have ever held a pharmacist license, and have licensing board(s) submit verification of licensure directly to the Georgia Board office: \_\_\_\_\_

19.  **Yes**  **No** Have you ever failed or been refused an examination by any State Board of Pharmacy? **If yes, give details.**

\_\_\_\_\_  
\_\_\_\_\_

20.  **Yes**  **No** Are you applying on the basis of a NAPLEX score transfer? **If yes, have you taken the NAPLEX? Approximate Date of NAPLEX Exam \_\_\_\_\_**

21.  **Yes**  **No** Have you registered for the Georgia MPJE examination? **If yes, please indicate the approximate date of registration \_\_\_\_\_**

**If you have not taken the NAPLEX or MPJE, please contact NABP. After you register for your exams, contact Ms. Sandra Mason, Licensing Analyst for the Georgia Board of Pharmacy via email at [Sandra.mason@dch.ga.gov](mailto:Sandra.mason@dch.ga.gov)**

**22. COLLEGE TRAINING COMPLETE – (Prior to entering Pharmacy College)**

**Name and location of College attended Period of attendance. Show exact dates.**

First Year \_\_\_\_\_  
month day year - month day year

Second Year \_\_\_\_\_  
month day year - month day year

Third Year \_\_\_\_\_  
month day year - month day year

Fourth Year \_\_\_\_\_  
month day year - month day year

Fifth Year \_\_\_\_\_  
month day year - month day year

**23. PHARMACY COLLEGE TRAINING COMPLETED**

**Name and location of College Attended. Exact Dates of your Attendance.**

First year \_\_\_\_\_  
month day year - month day year

Second year \_\_\_\_\_  
month day year - month day year

Third year \_\_\_\_\_  
month day year - month day year

Fourth year \_\_\_\_\_  
month day year - month day year

Fifth year \_\_\_\_\_  
month day year - month day year

I was granted a diploma by \_\_\_\_\_ located at \_\_\_\_\_

on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**24. CERTIFICATE OF PHARMACY EDUCATION AND IPPE/APPE HOURS**

It is hereby certified that \_\_\_\_\_ of \_\_\_\_\_  
Name of Applicant City & State

matriculated in \_\_\_\_\_ at \_\_\_\_\_  
Name of School

on \_\_\_\_\_ completed \_\_\_\_\_ IPPE/APPE intern hours,  
Date

and received a diploma from \_\_\_\_\_ conferring a degree in Pharmacy on \_\_\_\_\_.  
Date of graduation

\_\_\_\_\_  
Signature of President, Secretary or Dean Date

(Seal of College)

**(This page will not be accepted if signed and/or dated prior to your official date of graduation.)**

**AFFIDAVIT OF APPLICANT**

I hereby swear and affirm that all information provided in this application is true and correct to the best of my knowledge and belief. I further swear and affirm that I have read and understand the current state laws and rules and regulations of the Georgia State Board of Pharmacy and I agree to abide by these laws and rules, as amended from time to time.

By signing this application, electronically or otherwise, I hereby swear and affirm one of the following to be true and accurate pursuant to O.C.G.A. § 50-36-1:

1) \_\_\_\_\_ I am a United States citizen 18 years of age or older. Please submit a copy of your current Secure and Verifiable Document(s) such as driver’s license, passport, or document as indicated on pages 6 & 7 of this application.

2) \_\_\_\_\_ I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.

In making the above attestation, I understand that any failure to make full and accurate disclosures may result in disciplinary action by the Georgia State Board of Pharmacy and/or criminal prosecution.

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Print Applicant’s Name

Personally appeared before me, the undersigned official authorized to administer oaths, comes

\_\_\_\_\_ who deposes and swears that he/she is the person who executed this  
(Applicant’s Name)

application for a license by examination for Pharmacy in the State of Georgia; and that all of the statements herein contained are true to the best of his/her knowledge and belief.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_

Notary Public Signature \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

My Commission Expires \_\_\_\_\_

(seal)

**APPLICANT: PLEASE CHECK THE FORM OF IDENTIFICATION BELOW THAT YOU POSSESS. RETURN THIS FORM ALONG WITH A **COPY** OF YOUR APPROPRIATE DOCUMENTATION. ONLY ONE DOCUMENT REQUIRED, **DO NOT SEND YOUR ORIGINAL.****

**Secure and Verifiable Documents Under O.C.G.A. § 50-36-2**

Issued February 20, 2018, by the Office of the Attorney General, Georgia

The Illegal Immigration Reform and Enforcement Act of 2011 (“IIREA”), as amended by Senate Bill 160, signed into law as Act No. 27, (2013), provides that “[n]ot later than August 1, 2011, the Attorney General shall provide and make public on the Department of Law’s website a list of acceptable secure and verifiable documents. The list shall be reviewed and updated annually by the Attorney General.” O.C.G.A. § 50-36-2(g). The Attorney General may modify this list on a more frequent basis, if necessary.

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

An unexpired United States passport or passport card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]

An unexpired United States military identification card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]

An unexpired driver’s license issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]<sup>1</sup>

An unexpired identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]

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<sup>1</sup> For identification presented to poll workers when voting, a registered Georgia voter may present an expired Georgia driver’s license as proof of identification when voting pursuant to O.C.G.A. § 21-2-417.

- An unexpired tribal identification card of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be accessed at: <https://www.bia.gov/tribal-leaders-directory> [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired United States Permanent Resident Card or Alien Registration Receipt Card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired Employment Authorization Document that contains a photograph of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired passport issued by a foreign government, provided that such passport is accompanied by a United States Department of Homeland Security (“DHS”) Form I-94, DHS Form I-94A, DHS Form I-94W, or other federal form specifying an individual’s lawful immigration status or other proof of lawful presence under federal immigration law<sup>2</sup> [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An unexpired Free and Secure Trade (FAST) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- An unexpired NEXUS card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- An unexpired Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- An unexpired driver’s license issued by a Canadian government authority [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]

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<sup>2</sup> Senate Bill 160 (Act No. 27), effective July 1, 2013, limited the use of passports issued by foreign nations to satisfy the requirements for submission of secure and verifiable documents to only those passports submitted in conjunction with a United States Department of Homeland Security (“DHS”) Form I-94, DHS Form I-94A, DHS Form I-94W, or other federal form specifying an individual’s lawful immigration status or other proof of lawful presence under federal immigration law.



- A Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-550 or Form N-570) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- Certification of Report of Birth issued by the United States Department of State (Form DS-1350) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- Certification of Birth Abroad issued by the United States Department of State (Form FS-545) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- Consular Report of Birth Abroad issued by the United States Department of State (Form FS-240) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- An original or certified copy of a birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- When applying for any public benefit with the Department of Driver Services, an applicant may submit either an expired or unexpired document that is listed above as a secure and verifiable document. [O.C.G.A. §§ 50-36-1(g) & 50-36-2(b)(3)]
- When applying for a voter identification card pursuant to O.C.G.A. § 21-2-417.1, an individual may submit the aggregate forms of identification authorized by O.C.G.A. § 21-2-417.1(e).
- In addition to the documents listed herein, if, in administering a public benefit or program, an agency is required by federal law to accept a document or other form of identification for proof of or documentation of identity, that document or other form of identification will be deemed a secure and verifiable document solely for that particular program or administration of that particular public benefit. [O.C.G.A. § 50-36-2(c)]

PLEASE MAIL THIS FORM TO:  
**GEORGIA BOARD OF PHARMACY**  
2 MLK Jr Drive SE,  
11<sup>th</sup> Floor  
East Tower  
Atlanta, Georgia 30334

**CONSENT FORM**

I hereby authorize the **GEORGIA STATE BOARD OF PHARMACY** to receive any criminal history record information pertaining to me which may be in the files of any state or local criminal justice agency in Georgia. I also give consent to the Georgia State Board of Pharmacy to perform periodic criminal background checks for the duration of my active licensure status with this state.

\_\_\_\_\_  
(Applicant's Full Name – Printed)

\_\_\_\_\_  
Physical Address (P.O. Boxes **NOT** Accepted)

Sex \_\_\_\_\_ Race \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
(MM/DD/YYYY)

Place of Birth (City/State): \_\_\_\_\_

Aliases or Maiden Name: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

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# GEORGIA TEMPORARY PHARMACIST APPLICATION

**FEE: \$50**

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**INSTRUCTIONS:** The Georgia Board of Pharmacy will issue a Temporary Pharmacist License to a pharmacist license applicant who meets the following conditions:

1. Produces satisfactory evidence of fulfilling the requirements for licensure, except the examination requirement, and evidence of an emergency situation justifying the temporary license; OR
2. Has been accepted for a pharmacy resident position and meets the examination requirement for licensure.

Temporary Pharmacist Applicant's Name: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ SS#: \_\_\_\_\_

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**For applicants who have met the conditions under Paragraph 1 above:**

Describe the emergency situation that justifies your application for a temporary license.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By submission of this application, I swear and attest that I meet all conditions for pharmacist licensure required by law and rule, except the examination requirement. I understand that a temporary pharmacist license shall expire at the end of the month following the third board meeting conducted after the issuance of such license and shall not be renewed.

Signature of Applicant: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public: \_\_\_\_\_

(seal) My commission expires: \_\_\_\_\_

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**For applicants who have met the conditions under Paragraph 2 above:**

By submission of this application, I swear and attest that I meet examination requirement for licensure and have been accepted for a pharmacy resident position. I understand that a temporary pharmacist license shall expire at the end of the month following the third board meeting conducted after the issuance of such license and shall not be renewed.

Signature of Applicant: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public: \_\_\_\_\_

(seal) My commission expires: \_\_\_\_\_

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**VERIFICATION OF RESIDENCY** – This section must be completed and submitted in order to be considered for temporary pharmacist licensure. Please have this portion of the application completed by a representative of the employer where you have accepted a pharmacy residency.

This is to certify that \_\_\_\_\_ has accepted a pharmacy resident position at  
(name)

\_\_\_\_\_  
(name of institution and address)

beginning on \_\_\_\_\_ Facility license number: \_\_\_\_\_  
(date)

Supervisor's Signature: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public: \_\_\_\_\_

(seal) My commission expires: \_\_\_\_\_

**PLEASE MAIL THIS FORM TO:  
GEORGIA BOARD OF PHARMACY  
2 MLK Jr. Drive, SE, 11th Floor  
East Tower  
Atlanta, GA 30334**