

RECIPROCITY PROCESS

Step 1:

Purchase the North Carolina MPJE on NABP's website (www.nabp.pharmacy). NABP reviews its Clearinghouse to determine your eligibility to test. If you meet NABP's testing eligibility criteria, then they will issue the Authorization To Test (ATT). *See NABP's website for current exam fees*

Step 2:

Schedule and pass the NC MPJE. NABP typically releases scores within 5-7 business days of sitting for the exam. Save a copy of your score report in PDF format, as you will be required to upload it to your NC Reciprocity Application later in the Reciprocity process.

Step 3:

Log into your NABP e-Profile and complete the *License Transfer Application*. There is a two-step application process. You will submit the preliminary application online, and it takes several business days for them to process it. Once processed, NABP will provide you with an electronic version of your application. Save it in PDF format, as you are required to upload it to your NC Reciprocity Application later in the Reciprocity process. *See NABP's website for current application fees*

Step 4:

Go to the Licensure Gateway (<https://portal.ncbop.org/>) and create your user profile. Make sure you save your Username and Password. Once your profile has been created, you will have access to the Pharmacist Reciprocity/License Transfer Application. There is a \$600 NON-REFUNDABLE/NON-TRANSFERRABLE application fee. The application is valid for one year from the date of submission.

***A complete application will include an upload of your NABP License Transfer Application and your MPJE Score Report to the corresponding application checklist items.*

Step 5:

Please allow 10 business days for Board staff to review your applications. Note that each time you are contacted for clarification or additional information, you will need to allow 10 business days for review again.

Step 6:

Once Board staff has confirmed that all licensing requirements have been met, you will be licensed. Licensure occurs on a rolling basis, and you will be notified via email when your license has been issued. Be sure to follow all instructions provided to you in that email.

If you are active military or a military spouse, please email Stacie Mason, smason@ncbop.org, because the application/licensure process is different.