

## Licensure by Exam Process

***You should begin this process 2-3 months prior to your graduation date. Your goal is to have your NABP e-profile & NCBOP profile set up, your NCBOP licensure application submitted, and to have registered for your exam eligibility by the time we receive your Certificate of Graduation. This ensures a more seamless process, and that you are being approved to sit for exams in a timely fashion.***

### **Step 1:**

Create an e-Profile with NABP ([www.nabp.pharmacy](http://www.nabp.pharmacy))

### **Step 2:**

Create a user profile in the NCBOP Licensure Gateway (<https://portal.ncbop.org/>)

### **Step 3:**

Complete the Pharmacist Exam Application in the Licensure Gateway, the non-refundable fee is \$100. Allow 10 business days for the application to be reviewed by board staff. The application is valid for one year from the date of submission.

### **Step 4:**

Register/pay the exam eligibility fees with NABP ([www.nabp.pharmacy](http://www.nabp.pharmacy)). The eligibility fee is \$100 for the NAPLEX, and \$100 for MPJE. **Note\*\*** you will purchase each exam later, when your ATT is issued. NAPLEX is \$475, MPJE is \$150.

### **Step 5 (OUT OF STATE STUDENTS ONLY)**

You or your school must MAIL the completed Certificate of Graduation (<http://www.ncbop.org/Forms%20and%20Applications%20-%20Pharmacists/CertificateofGraduation.pdf>) to NCBOP. This is the ONLY document we will accept as proof of graduation and completion of experiential hours. Our mailing address is on our home page (students graduating from schools in NC may skip this step, your school sends the Certificate of Graduation to NCBOP for you). **NOTE\*\*Certificates of Graduation will only be accepted AFTER you have graduated. NO PREDATED CERTIFICATES WILL BE ACCEPTED! NOTE\*\*Applicants who have an FPGEC (foreign pharmacy school graduates) will not submit the Certificate of Graduation**

### **Step 6:**

Take and pass the NAPLEX and MPJE. Passing score is 75.

### **Step 7:**

Licenses are issued every THURSDAY. The passing exam scores must be received by noon on Wednesday, in order to be licensed on Thursday. If not, the license will be issued the following Thursday. There will be NO EXCEPTIONS.