

## New Pharmacist Licensure - General Requirements and Information

### The Minnesota Board of Pharmacy

The Minnesota Board of Pharmacy exists to promote, preserve, and protect the public health, safety, and welfare of the public by fostering the safe distribution of pharmaceuticals and the provision of quality pharmaceutical care to the citizens of Minnesota. Through rigorous examination and assessment, the Board determines which applicants are qualified to become licensed pharmacists and practice in the state of Minnesota. This document provides information about the general requirements that must be met for licensure as a new pharmacist. Specific application procedures can be found in checklists also found on the [Board's Web site](#).

### Licensure by Score Transfer

To be considered for licensure by the Board of Pharmacy by score transfer, applicants are required to:

- Be of good moral character.
- Be age 18 or older.
- Be a graduate from the College of Pharmacy of the University of Minnesota or a graduate from a college/school of Pharmacy accredited by the Accreditation Council for Pharmacy Education (ACPE).
- Complete 1,600 hours of internship experience after the completion of the third year of the standard six-year Pharm D curriculum, with 800 of the hours in traditional compounding and dispensing.
- Transfer NAPLEX score within 90-days of the exam date. In order to transfer a NAPLEX score, the applicant must request the transfer from NABP.
- Must pass the MPJE through NABP.
- Complete and pass a criminal background check.

**NOTE:** If you have taken the NAPLEX exam in another state and seek to transfer your score to Minnesota for licensure, make sure you transfer your score to the Board within 90 days of your exam date. If you do not transfer your score within the 90 days, you will need to apply for licensure by license transfer/reciprocity through NABP.

### Licensure by Examination

#### *Graduates of ACPE-Accredited Colleges of Pharmacy*

To be considered for licensure by the Board of Pharmacy by examination, applicants are required to:

- Be of good moral character.
- Be age 18 or older.
- Be a graduate from the College of Pharmacy of the University of Minnesota or a graduate from a college/school of Pharmacy accredited by the Accreditation Council for Pharmacy Education (ACPE).
- Complete 1,600 hours of internship experience after the completion of the third year of the standard six-year Pharm D curriculum, with 800 of the hours in traditional compounding and dispensing.
- Be registered for and pass the North American Pharmacy Licensing Examination (NAPLEX) and the MPJE through the NABP.
- Complete and pass a criminal background check.

## Licensure by Examination

### *Graduates of Foreign Colleges of Pharmacy*

An applicant who is a graduate of a school of pharmacy located outside the United States that has not been recognized by the Board as a school in good standing, may be entitled to examination for licensure by the Board if the applicant:

- Is of good moral character.
- Is age 18 or older.
- Has graduated from a foreign college of pharmacy that has at least a five year curriculum.
- Has passed the Foreign Pharmacy Graduate Equivalency Examination (FPGEE) and become certified by the Foreign Pharmacy Graduate Equivalency Commission (FPGEC), including demonstrating proficiency in the English language by passing the Test of English as a Foreign Language (TOEFL) and the Test of Spoken English, or the TOEFL Internet-based Test.
- Has completed 1,600 hours of internship after becoming FPGEC certified.
- Has registered for and passed the NAPLEX and the MPJE through the NABP.
- Completes a criminal background check.

## Canadian Graduates

An applicant who graduated between 1993 and June 30, 2004, from a Canadian Council for Accreditation of Pharmacy Programs (CCAPP) accredited pharmacy program with a curriculum taught in English may be entitled to examination for licensure by the Board if the applicant:

- Is of good moral character.
- Is age 18 or older.
- Has internship or pharmacist work experience in Canada that the Board determines to be comparable to the internship experience required of graduates of ACPE-accredited colleges of pharmacy or has completed additional internship experience if required.
- Has registered for and passed the NAPLEX and the MPJE through the NABP.
- Completes a criminal background check.

An applicant who graduated before 1993 or after June 30, 2004, from a CCAPP-accredited pharmacy program with a curriculum taught in English, or who graduated from a CCAPP-accredited pharmacy program with a curriculum that is not taught in English, or licensed Canadian pharmacists who graduated from a college of pharmacy located outside of the United States or Canada may be entitled to examination for licensure by the Board if the applicant:

- Is of good moral character.
- Is age 18 or older.
- Has graduated from a foreign college of pharmacy that has at least a five year curriculum.
- Has passed the Foreign Pharmacy Graduate Equivalency Examination (FPGEE) and become certified by the Foreign Pharmacy Graduate Equivalency Commission (FPGEC), including demonstrating proficiency in the English language by passing the Test of English as a Foreign Language (TOEFL) and the Test of Spoken English, or the TOEFL Internet-based Test.
- Has completed 1,600 hours of internship after becoming FPGEC certified.
- Has registered for and passed the NAPLEX and the MPJE through the NABP.
- Completes a criminal background check.

## Board Examinations

There are two examinations that must be passed, the North American Pharmacy Licensing Examination and the Multistate Pharmacy Jurisprudence Examination. A completed application, fee, and supporting documents must be received before approval will be granted to sit for the NAPLEX and MPJE examinations. Applications and fees should be sent to the National Association of Boards of Pharmacy to sit for the NAPLEX and MPJE examinations. See the [NABP website](#) for testing and payments. Five to seven business days after the date of each examination, the Board will email the results to the candidate's email address on the application. Scores cannot be obtained earlier and will not be reported by telephone, fax, or mail.

**NOTE:** If you meet the Minnesota internship requirements and have become licensed in a state that participates in the NAPLEX score transfer program mediated through NABP, Minnesota will accept your exam score within 90 days of when you took the exam. If NAPLEX scores are transferred by this procedure, you will only be required to take the MPJE examination in Minnesota. See the [NABP website](#) for additional information.

## Retaking Examinations

In the event a candidate is unsuccessful in passing the exam after three attempts, or if 18 months pass from the date of the candidate's first examination, the candidate must petition the Board for another chance to be examined. NABP requires that an additional fee be paid for each board examination retake. To retake the NAPLEX and/or MPJE exams, refer to the [NABP website](#).

## Criminal Background Checks

Minnesota statutes require that all applicants for *initial* licensure, licensure by *transfer* (reciprocity), or license *reinstatement* must complete a fingerprint-based criminal background check (CBC) ([Minn. Stat. §214.075](#)). (Pharmacists with existing licenses may be required to have a one-time criminal background check in the future in conjunction with license renewal). Because pharmacist-interns and pharmacy technicians are registered and not licensed, they will not have to undergo criminal background checks. The Minnesota Health Licensing Boards have cooperatively established the Criminal Background Check Program to help applicants efficiently complete this mandatory background check.

When you apply for licensure, the criminal background check fee must be bundled into your other licensing fees and paid at the same time. After you have paid all required licensing fees and the criminal background check fee, you will be provided with a packet containing additional information and directions from the Criminal Background Check Program. You are responsible for having your fingerprints taken promptly and for completing all required paperwork so as to not delay finalizing your license application. Previously taken fingerprints cannot be used. Some agencies charge a fee for fingerprinting services. Fingerprinting can be done without a fee at the Criminal Background Check Program office at the address below. Please contact that office to make an appointment after you receive the information packet.

The time required for a CBC varies with the workload at the Bureau of Criminal Apprehension (BCA) and cannot be expedited. Fingerprints are crosschecked with databases of the Bureau of Criminal Apprehension and Federal Bureau of Investigation. During periods of high numbers of CBC requests, BCA's search of records may take weeks. Applicants will want to plan accordingly. **Note:** The report received from the BCA and FBI is only valid for a year. Applications that are not completed within a year of the CBC will be invalid and no fees refunded.

Please direct any questions you have about the background check process to Criminal Background Check Program staff, and not the Board.

Criminal Background Check Program  
2829 University Avenue SE, Suite 555  
Minneapolis, MN 55414-4202  
(651)201-2822 Email: [cbc.staff@state.mn.us](mailto:cbc.staff@state.mn.us)

## Minnesota Prescription Monitoring Program (PMP)

The Minnesota Prescription Monitoring Program (PMP) is a tool that may be used by prescribers and pharmacists to assist in managing their patients' care. It contains information provided by Minnesota licensed pharmacies and prescriber dispensers. Pharmacies, and prescribers who dispense from their office, submit prescription data to the PMP system for all Schedules II, III, IV and V controlled substances, butalbital, and gabapentin that is dispensed within or into Minnesota. Minnesota licensed prescribers and pharmacists, and their delegated staff, may be authorized to access information from the PMP database. The program was implemented to promote public health and welfare by detecting diversion, abuse and misuse of prescriptions for controlled substances as defined in Minnesota Statutes §152.126.

This law requires **all Minnesota licensed pharmacists** practicing within the state, to register for and maintain a user account with the PMP. Visit [pmp.pharmacy.state.mn.us](http://pmp.pharmacy.state.mn.us) for more information on how to comply with this law once you are licensed.

## Continuing Education Requirements

Licensed pharmacists are required to complete 30 credit hours for each biennial cycle. Each biennial cycle starts on October 1 of each even numbered year and ends on September 30 of the following even numbered year. Pharmacists are required to report to the Board when they complete their 30 CEs by the end of September at end of each biennial.

To confirm the number of completed CEs on file, log in to the Online Services portion of the Board's website and verify that the CE Total field matches the CE Hours Required field in your profile.

## CE Audits

The Board randomly selects licensees for an audit. If you are notified that you are being audited, you will have 60 days to submit satisfactory documentation to the Board to prove that you have completed your required number of CE credits. Failure to submit the required documentation may result in you being unable to renew your license and work as a pharmacist.

## Licensure Renewal Requirements

License renewals are due by February first of every year. If your application, applicable CE requirements, and fee is not received by the Board by March 1 of each year, your license will expire, a late fee will be generated, and you will not be able to legally work in the state of Minnesota.