

Foreign
Pharmacy
Graduate
Examination
Committee[™]
(FPGEC[®])
Certification Program

Application Bulletin



Includes an application form and information about applying for the Foreign Pharmacy Graduate Equivalency Examination[®] (FPGEE[®]).

FPGEC Application Bulletin

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National Association of Boards of Pharmacy reg. no. 1,162,334
NABP reg. no. 1,160,482
Foreign Pharmacy Graduate Equivalency Examination reg. no. 2,270,607
FPGEC reg. no. 2,113,836
FPGEE reg. no. 2,337,295
Pharmacist and Pharmacy Achievement and Discipline reg. no. 2,369,602
PPAD reg. no. 2,372,599

The policies and procedures specified in the *FPGEC Application Bulletin* are subject to change without notice.

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Information About the FPGEC

Goals and Objectives of the FPGEC

The Foreign Pharmacy Graduate Examination Committee™ (FPGEC®) operates under the auspices of the National Association of Boards of Pharmacy® (NABP®). Established in recognition and fulfillment of responsibilities for public health care and education, the FPGEC's goals are:

1. to inform foreign pharmacy graduates about the FPGEC Certification Program and the Foreign Pharmacy Graduate Equivalency Examination® (FPGEE®);
2. to evaluate the qualifications of foreign pharmacy graduates who apply for FPGEC Certification;
3. to oversee the development of the FPGEE; and
4. to cooperate with other agencies concerned with foreign pharmacy graduates.

Definition of a Foreign Pharmacy Graduate

The FPGEC defines a "foreign pharmacy graduate" as a pharmacist whose undergraduate pharmacy degree was conferred by a recognized school of pharmacy outside of the 50 United States, the District of Columbia, and Puerto Rico. US citizens who have completed their pharmacy education outside the US are considered to be "foreign pharmacy graduates," while foreign nationals who have graduated from schools in the US are not.

FPGEC Certification

NABP provides the FPGEC Certification Program as a means of documenting the educational equivalency of an applicant's foreign pharmacy education, as well as the license and/or registration. In the process of FPGEC Certification, applicants provide documents that verify their educational backgrounds and licensure and/or registration. Applicants are also required to pass the FPGEE as well as the Test of English as a Foreign Language™ (TOEFL®) and the Test of Spoken English™ (TSE®), or the TOEFL Internet-based Test (iBT). The FPGEC Certificate allows foreign graduates to partially fulfill eligibility requirements for licensure in the states that consider the Certification.

The FPGEC requires that each applicant graduating prior to January 1, 2003, must have completed at least a four-year pharmacy curriculum at the time of graduation to be considered for FPGEC Certification. However, each applicant graduating on or after January 1, 2003, must have completed at least a five-year pharmacy curriculum at the time of graduation. Changing from a four-year to a five-year educational curriculum requirement enabled the FPGEC Certification Program to be consistent with the revised standards of US pharmacy school curriculum.

The FPGEC Certificate is not a license to practice pharmacy. In order to practice in the US, you must be licensed by the state in which you wish to practice. Applicants who receive the FPGEC Certificate may be qualified by the state boards of pharmacy to take the pharmacy licensing examination in those jurisdictions that accept this Certification. Because the licensure requirements vary from state to state, applicants are advised to directly contact the board(s) of pharmacy of the state(s) in which they desire licensure. Please see the Boards of Pharmacy Roster located on NABP's Web site, located at www.nabp.net.

NABP makes every effort to keep its literature current and accurate. However, since there is occasionally a delay between when a change within a state is effective and when NABP is notified of such a change, the FPGEC advises applicants to contact the states directly for the most up-to-date information.

The FPGEC reserves the right to change the requirements for FPGEC Certification published in this *Application Bulletin* without notice to prospective applicants. Such changes will take effect when adopted by the FPGEC. The FPGEC further reserves the right to discontinue the program at any time without advance notice to any applicant or prospective applicant.

TOEFL, TSE, and TOEFL iBT Requirements

To be eligible for FPGEC Certification, applicants must pass both the TOEFL and TSE. Applicants must obtain a total score of 550 or higher on the paper-based TOEFL or 213 or higher on the computer-based TOEFL and 50 or higher on the TSE.

On September 24, 2005, the FPGEC began accepting official score reports for the TOEFL iBT in lieu of TOEFL and TSE scores. The TOEFL iBT is the result of extensive research conducted by the Educational Testing Service® (ETS®) to produce a new generation of English language tests and instructional tools. This new generation of assessment measures all four language skills – listening, reading, speaking, and writing. The TOEFL iBT is designed to provide students and credentialing bodies with more information about the learners’ English abilities and how they can improve. The minimal acceptable score for the TOEFL iBT is 18 for listening, 21 for reading, 26 for speaking, and 24 for writing. Applicants must attain passing scores in each of the four sections as indicated and reported on one official score report as a result of one testing session. Official score reports with a less than minimum score in any section will not be considered. The new TOEFL iBT will be phased in worldwide as the old TOEFL is phased out country by country. The TSE will continue to be administered until June 2006. During the transition period, either minimal acceptable TOEFL iBT scores or the combination of minimal acceptable TOEFL and TSE scores will satisfy the language requirements for FPGEC Certification.

Previously, applicants were required to complete the TOEFL and TSE within two years of passing the FPGEE. This requirement has been eliminated and there will no longer be a two-year time limit on the length of validity of an official score report for either the TOEFL or TSE that has been received by the FPGEC. Please note that TOEFL/TSE Services has not changed its policy and will continue to report scores for a period of two years only.

The TOEFL and TSE or TOEFL iBT must be completed by **all** foreign pharmacy graduates, even those who are native English speakers. There are no exceptions or waivers to these requirements.

1. Applicants for FPGEC Certification must request that TOEFL/TSE Services submit an authentic report of TOEFL and TSE or TOEFL iBT scores directly to the FPGEC. Use the FPGEC identification number **9103**, and provide the TOEFL and TSE or TOEFL iBT registration numbers and full name as they appear on the TOEFL and TSE or TOEFL iBT score reports. Official score reports must be submitted directly to the FPGEC by TOEFL/TSE Services.

Note: TOEFL/TSE Services reports TOEFL and TSE or TOEFL iBT scores for a limited time after the test. Contact TOEFL/TSE Services for further details.

2. If the name on the TOEFL and TSE or TOEFL iBT score reports does not identically match the name submitted on the application form for the FPGEE, the applicant must notify the FPGEC, in writing, immediately. (Refer to the “Applicant’s Name” section on page 18 for more instructions.)

3. For additional information and instructions about TOEFL and TSE or TOEFL iBT contact:

TOEFL/TSE Services
 PO Box 6151
 Princeton, NJ 08541-6151
 USA
 609/771-7100
www.toefl.org

Communicating with the FPGEC

1. The applicant’s full name as it appears on the application form must be used in all communications with the FPGEC.
2. The FPGEC will use the address on the application form for all communication. Applicants must notify the FPGEC in writing of any mailing address changes. Include both the previous and current addresses in the notification.
3. Telephone can only be used to obtain general program information. Any inquiry regarding a specific application must be in writing.
4. Fax may be used for any type of inquiry, including inquiries on a specific application, provided the applicant signs the fax.
5. E-mail can only be used for obtaining general program information.
6. US mail or private courier services must be used for all official inquiries and submissions.
7. Send official inquiries and submissions to:

NABP
 FPGEC
 1600 Feehanville Drive
 Mount Prospect, IL 60056
 USA
 Telephone: 847/391-4406
 Fax: 847/391-4502
 E-mail: custserv@nabp.net

All correspondence submitted via fax, mail, or private courier service must be signed by the applicant. **The FPGEC will not respond to unsigned correspondence.** The FPGEC cannot be responsible for delayed, lost, or misdirected mail. If you desire a record of receipt of your correspondence with the FPGEC, send it via private courier service or US Certified Mail, Return Receipt Requested.

FPGEE and ECE Application/ Qualifying Procedures

FPGEE

To be considered for approval to sit for the FPGEE, applicants must submit a completed application form, fees, and supporting documentation in accordance with the procedures established by the FPGEC and as described in this *Application Bulletin*. It is the applicant's responsibility to provide all required materials. There is no deadline to apply for the FPGEE.

Introduction to Educational Credential Evaluators, Inc

Effective April 14, 2006, new applicants must have their official pharmacy school transcripts and degree qualification verified by the Educational Credential Evaluators, Inc (ECE). Founded in 1980, ECE is a not-for-profit public service organization specializing in the evaluation of foreign educational credentials. This change has been made in response to a continuous increase in applications for the FPGEC Certification Program. Please see page 19 for further details about submitting documents to ECE.

General FPGEE Application Information

Applicants are advised through the *Application Bulletin* exactly what materials and documentation are required to support the application. The FPGEC will process all application forms and materials as they are received and as quickly as possible. The FPGEC will evaluate each application package and all supporting documentation for accuracy, authenticity, and fulfillment of program requirements. The FPGEC will notify each applicant in writing regarding the status of his or her program file including any deficiencies. The applicant will then be given an opportunity to correct those deficiencies. It is the applicant's responsibility, and not the FPGEC's, to make sure that all required supporting documentation is submitted to the FPGEC in a timely manner.

If all requirements are satisfactorily met, the applicant will receive a letter of acceptance to sit for the FPGEE. Applicants accepted to take the FPGEE in past years are not guaranteed acceptance upon re-application.

Application for the FPGEE (Form 100)

The FPGEC has included a white envelope for submitting the application form.

An applicant must complete and submit a current application form each time he or she applies for the

FPGEE, regardless of whether or not applications have been submitted in the past.

Photographs

Two identical, full-face photographs of passport size and quality must be submitted with your application. Photographs must have been taken within three months of the date the application is mailed to NABP. Computer-generated, digital, or photocopies of photographs will not be accepted. Glue or paste (do not staple or tape) one photograph to the space indicated on the application form. **The entire notarial seal, stamp, or signature of the official who affirms item number 18 on the application form must be legible and must overlap a portion of both the attached photograph and the application form.** The seal or signature must **not** cover the face in the photograph. The other photograph will be used on the FPGEC Certificate and therefore, must not be signed, notarized, or contain any writing. Applicants must also submit a certified photocopy of a current photo identification, for example, a driver's license, a state-issued identification card, or a passport. Refer to page 17, "Photocopies of Documents."

Submitting Fees to NABP for FPGEC

The FPGEC has included a pink envelope for the application package to be used for submitting fees payable to NABP only.

Payment in the correct form **must** accompany your application. Payments must be made to NABP in the form of a certified check, cashier's check, or money order, payable in US funds through a US bank. The purchase date of the check or money order must appear on all forms of payment. Personal checks, bank drafts, and cash or other unapproved forms of payment will not be accepted. Your name, as it appears on the application form, should be shown on all payments.

The fee schedule is as follows:

Initial application: \$700

(Includes a \$200 fee for the evaluation of all documentation except the transcript and degree and a \$500 fee for the examination.)

Re-examination after failure: \$500

Re-application after withdrawal or file closure: \$700

Submitting Fees to ECE

Payment to ECE must be made in US dollars by money order, check, or credit card (Visa® or MasterCard®). If the money order or check is issued by a bank outside of the US, it must contain the printed name of the US bank with which the bank is affiliated. ECE cannot accept bank drafts or cash. All fees are subject to change without notice.

The fee is as follows:

General Evaluation Report: \$85

Two copies of the General Evaluation Report are included in this fee. One copy for the applicant and one copy for the FPGEC.

Re-examination

If you did not obtain a passing FPGEE score in the past and are applying to retake the FPGEE, you must complete and submit to the FPGEC a new application form, recent photographs, and appropriate fees. Before you will be accepted to retake the examination, your previously submitted documentation will be re-evaluated. If there is additional documentation required, the FPGEC will notify you in writing.

Refund and Withdrawal – NABP

If an applicant requests in writing to withdraw from the program once the application process has begun, the following rules apply:

1. If the request is received before the evaluation process has started, the applicant file is closed, a \$50 administrative fee is imposed and the application materials along with any remaining fees are returned to the applicant.
2. If the request is received after the evaluation process has started, the applicant file is closed, the \$200 evaluation fee is retained and the application materials along with the \$500 examination fee are returned to the applicant.
3. Applicants who have been accepted to take the FPGEE are not eligible for a refund.
4. Applicants who fail the FPGEE are not eligible for a refund.

Refund and Withdrawal – ECE

A refund will be made only when an applicant has paid to ECE more than the cost of the evaluation report prepared by ECE. No refund will be made when an application is cancelled after the application form has been submitted, or when all required documents are not provided. Inquiries regarding refunds and withdrawals from ECE must be submitted to ECE directly.

Equivalency Examination Number

When an applicant's required application materials are received, the FPGEC will assign the applicant an equivalency examination (EE) number, which is a

permanent identification number that must be used in all communications with the FPGEC. The applicant must enter this number on any subsequent application forms and use it on all correspondence.

Completing the FPGEC Application Form

When completing the application form, applicants must be certain to follow all instructions carefully, provide all information requested, and print legibly. Applicants must also be certain that the information provided on the application form matches the information contained in his or her supporting documents.

When marking the application form, use only a No. 2 (soft lead) pencil. Print one letter or number in each box, and make certain to fill in the corresponding circle entirely with dark marks. To indicate a hyphen, fill in the hyphen (-) in the circle grid. To indicate a space, fill in the open circle (O) in the circle grid. To indicate an apostrophe in your last name, fill in the apostrophe (') in the circle grid. Completely erase any marks you do not want indicated, and do not leave any stray marks on the form.

The following instructions will help applicants complete the application form. A completed sample application form for the FPGEE appears on pages 9 through 16 of this *Bulletin* to provide a visual reference to these instructions.

Page 1 of the Application Form (sample page 9)

- 1 A. Have you ever applied to take the equivalency examination before?** Indicate whether or not you have previously applied to take the FPGEE. If you have not previously applied to take the FPGEE, proceed to question 2.
- 1 B. Were you assigned an EE number by the FPGEC?** If you answered "yes" to question 1A, indicate whether or not you were assigned an EE number by the FPGEC. If you were not previously assigned an EE number by the FPGEC, proceed to question 2.
- 1 C. EE Number.** If you have ever been assigned an EE number by the FPGEC, enter it in this grid.
- 2. Social Security No.** If you have a United States Social Security number, enter it in this grid.
- 3 A. Last Name.** Enter your last name (family or surname) completely. Always use the same form of your name. When corresponding with the FPGEC, indicate your name as you have entered it in this item. However, if you change your name, please refer to page 18, "Applicant's Name" section.

Page 2 of the Application Form (sample page 10)

- 3 B. First Name.** Enter all portions of your first name completely.
- 3 C. Middle Name.** Enter all portions of your middle name completely even if you customarily use only initials for part of the name.

Page 3 of the Application Form
(sample page 11)

Note: If you are unable to complete your mailing address in the spaces provided, you may submit your mailing address in a separate cover letter.

- 4 A. Street Address.** Enter your full mailing street address. All correspondence will be forwarded to the address.
- 4 B. City.** Print the name of the city in which you live.
- 4 C. ZIP/postal codes.** Enter your ZIP or postal code.

Page 4 of the Application Form
(sample page 12)

- 4 D. State.** Enter the name of the state in which you live.
- 4 E. Province.** Enter the name of the province in which you live.
- 4 F. Country Code.** Refer to the Country Code List on page 7 of the application form. Locate the code for the country in which you live. Enter the numerical Country Code in the spaces provided. If the country in which you live does not appear on the Country Code List, use code “999” and complete this section in item 17 on page 8 of the application form.

5. PHARMACY DEGREE

- 5 A. Title of Degree.** Enter the title of the first degree in pharmacy you received that led to the practice of pharmacy.
The following is additional information for completing items 5B, 6C, and 6D. For months less than 10, enter a zero in the first “month” box (eg, if issued in May 1994, you would fill in the box for “month” as “05” and for “year” as “1994”).

- 5 B. Date Degree Issued.** Enter the month and year in which the degree in pharmacy was issued as indicated in item 5A.
- 6. PHARMACIST LICENSE AND/OR REGISTRATION**
- 6 A. Was an unrestricted license required to practice pharmacy?** Indicate whether or not an unrestricted license was required to practice pharmacy in the country or jurisdiction where the pharmacy degree in item 5A was earned.
- 6 B. Was an unrestricted registration required to practice pharmacy?** Indicate whether or not an unrestricted registration was required to practice pharmacy in the country or jurisdiction where the pharmacy degree in item 5A was earned.
- 6 C. Date license was issued.** Enter the month and year in which a license to practice pharmacy was issued as indicated in 6A.
- 6 D. Date registration was issued.** Enter the month and year in which a registration to practice pharmacy was issued as indicated in 6B.

Page 5 of the Application Form (sample page 13)

- 7. PLACE OF BIRTH.**
- 7 A. City.** Enter the name of the city in which you were born.
- 7 B. State.** Enter the name of the state in which you were born.
- 7 C. Province.** Enter the name of the province in which you were born.
- 7 D. Country Code.** Refer to the Country Code List on page 7 of the application form. Locate the code for the country in which you were born. Enter the numerical Country Code in the spaces provided. If the country in which you live does not appear on the Country Code List, use code “999” and complete this section in item 17 on page 8 of the application form.

Page 6 of the Application Form
(sample page 14)

- 8. Date of Birth.** Enter the month, day, and year in which you were born. For birth months and days less than 10, enter a zero in the first “month” or “day” box (eg, if you were born on April 2, 1966, you would fill in the box for “month” as “04,” for “day” as “02,” and for “year” as “66”).
- 9. Gender.** Enter the appropriate gender (male or female).
- 10. Marital Status.** Enter your present marital status.
- 11. CITIZENSHIP**
If the country in which you live does not appear on the Country Code List for items 11A, B, and C, use code “999” and complete this section in item 17 on page 8 of the application form.
- 11 A. At Birth.** Refer to the Country Code List on page 7 of the application form. Locate the code for the country in which you held citizenship at the time of your birth. Enter the numerical Country Code in the spaces provided.
- 11 B. Upon Entering Pharmacy School.** Refer to the Country Code List on pages 7 of the application form. Locate the code for the country in which you held citizenship at the time you entered pharmacy school. Enter the numerical Country Code in the spaces provided.
- 11 C. Now.** Refer to the Country Code List on page 7 of the application form. Locate the code for the country in which you currently hold citizenship. Enter the numerical Country Code in the spaces provided.
- 12. Has any punitive action been taken against you by any pharmacy licensing**

or registering authority or any recognized pharmacy organization, or have you been refused admission to a recognized pharmacy organization? Indicate yes or no. If the answer to item 12 is “yes,” you must provide a complete written explanation on a separate sheet of paper, including such details as date, location, charge, and punishment.

13. **Need ADA Accommodations.** Indicate yes or no. If the answer to item 13 is “yes,” and you need special testing accommodations according to the guidelines specified by the Americans With Disabilities Act (ADA), you must submit a letter indicating the nature of your disability and the nature of the accommodation requested. You must also provide documentation from the physician or therapist regarding the disability.

Page 7 of the Application Form (sample page 15)

Country Codes (see list below)

14. **Maiden Name.** Print your full name (women only) as it appeared before marriage. List in the order of First Name, Middle Name, Family, or Surname.
15. **Pharmacy School.** List the precise name, location (country), dates you attended, and total number of years you actually attended all schools in which pharmacy courses were taken for the degree indicated in item 5. Include schools in which pre-pharmacy courses were taken.
16. **Native Language.** Print the name of your native language or mother tongue.

Page 8 of the Application Form (sample page 16)

17. **Complete only if your country code was not listed on page 7 of the application form.**
18. **Certification and Photograph.** Read the certification statement. You must sign (do not print) your full name as it appears in English on the first line indicated, but only in the presence of one of the following officials who must complete the last two lines of the application: a Consular Official, First-Class Magistrate, or Notary Public. Attach one of the required photographs of yourself in the box provided. The seal, stamp, or signature of the official attesting to your signature in item 18, must be legible and overlap a portion of both the attached photograph and the application. Do not cover the face in the photograph. If the official title and/or seal of the official attesting to your signature are not in English, the FPGEC requires a translation. The application form will be void if alterations or erasures of any kind appear in item 18 and if the appropriate signatures are not included.

Country Code List

Use the following numeric codes when completing the Country information on the application form.

Country Code

001	Afghanistan
002	Albania
003	Algeria
004	Andorra
005	Angola
006	Antigua and Barbuda
007	Argentina
008	Armenia
009	Australia
010	Austria
011	Azerbaijan
012	Bahamas
013	Bahrain
014	Bangladesh
015	Barbados
016	Belarus
017	Belgium
018	Belize
019	Benin
020	Bhutan
021	Bolivia
022	Bosnia and Herzegovina
023	Botswana
024	Brazil
025	British Virgin Islands
026	Brunei
027	Bulgaria
028	Burkina Faso
029	Burma
030	Burundi
031	Cambodia
032	Cameroon
033	Canada
034	Cape Verde
035	Cayman Islands
036	Central African Republic
037	Chad
038	Chile
039	China
040	Colombia
041	Comoros
042	Congo
043	Cook Islands
044	Costa Rica
045	Croatia
046	Cuba
047	Cyprus
048	Czech Republic
049	Czechoslovakia
050	Denmark
051	Djibouti
052	Dominica
053	Dominican Republic
054	Ecuador
055	Egypt

056	El Salvador	116	Marshall Islands
057	Equatorial Guinea	117	Mauritania
058	Eritrea	118	Mauritius
059	Estonia	119	Mexico
060	Ethiopia	120	Micronesia
061	Falkland Islands	121	Moldova
062	Fiji	122	Monaco
063	Finland	123	Mongolia
064	France	124	Morocco
065	Gabon	125	Mozambique
066	Gambia	126	Namibia
067	Georgia	127	Nauru
068	Germany	128	Nepal
069	Ghana	129	Netherlands
070	Greece	130	New Zealand
071	Greenland	131	Nicaragua
072	Grenada	132	Niger
073	Guatemala	133	Nigeria
074	Guinea	134	Niue
075	Guinea-Bissau	135	Norway
076	Guyana	136	Oman
077	Haiti	137	Pakistan
078	Honduras	138	Palestine
079	Hong Kong	139	Panama
080	Hungary	140	Papua New Guinea
081	Iceland	141	Paraguay
082	India	142	Peru
083	Indonesia	143	Philippines
084	Iran	144	Poland
085	Iraq	145	Portugal
086	Ireland	146	Qatar
087	Israel	147	Romania
088	Italy	148	Russia
089	Ivory Coast	149	Rwanda
090	Jamaica	150	Saint Christopher and Nevis
091	Japan	151	Saint Lucia
092	Jordan	152	Saint Vincent and Grenadines
093	Kazakhstan	153	San Marino
094	Kenya	154	Sao Tome and Principe
095	Kiribati	155	Saudi Arabia
096	Korea	156	Senegal
097	Kuwait	157	Seychelles
098	Kyrgystan	158	Sierra Leone
099	Laos	159	Singapore
100	Latvia	160	Slovakia
101	Lebanon	161	Slovenia
102	Lesotho	162	Soloman Islands
103	Liberia	163	Somalia
104	Libya	164	South Africa
105	Liechtenstein	165	South Korea
106	Lithuania	166	Spain
107	Luxembourg	167	Sri-Lanka
108	Macau	168	Sudan
109	Macedonia	169	Suriname
110	Madagascar	170	Swaziland
111	Malawi	171	Sweden
112	Malaysia	172	Switzerland
113	Maldives	173	Syria
114	Mali	174	Taiwan
115	Malta	175	Tajikstan

176	Tanzania	190	United Kingdom
177	Thailand	191	United States
178	Togo	192	Uruguay
179	Tonga	193	Uzbekistan
180	Trinidad and Tobago	194	Vanuatu
181	Tunisia	195	Vatican
182	Turkey	196	Venezuela
183	Turkish Rep	197	Vietnam
184	Turkmenistan	198	Western Sahara
185	Tuvalu	199	Western Samoa
186	Uganda	200	Yemen
187	Ukraine	201	Yugoslavia
188	Union of Soviet Socialist Republics	202	Zaire
189	United Arab Emirates	203	Zambia
		204	Zimbabwe



3 Print all portions of your first and middle names completely, even if you customarily use only initials for part of the name.

FIRST NAME									
R	E	B	E	C	C	A			
A	A	A	A	A	A	A	A	A	A
B	B	B	B	B	B	B	B	B	B
C	C	C	C	C	C	C	C	C	C
D	D	D	D	D	D	D	D	D	D
E	E	E	E	E	E	E	E	E	E
F	F	F	F	F	F	F	F	F	F
G	G	G	G	G	G	G	G	G	G
H	H	H	H	H	H	H	H	H	H
I	I	I	I	I	I	I	I	I	I
J	J	J	J	J	J	J	J	J	J
K	K	K	K	K	K	K	K	K	K
L	L	L	L	L	L	L	L	L	L
M	M	M	M	M	M	M	M	M	M
N	N	N	N	N	N	N	N	N	N
O	O	O	O	O	O	O	O	O	O
P	P	P	P	P	P	P	P	P	P
Q	Q	Q	Q	Q	Q	Q	Q	Q	Q
R	R	R	R	R	R	R	R	R	R
S	S	S	S	S	S	S	S	S	S
T	T	T	T	T	T	T	T	T	T
U	U	U	U	U	U	U	U	U	U
V	V	V	V	V	V	V	V	V	V
W	W	W	W	W	W	W	W	W	W
X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Z	Z	Z	Z	Z	Z	Z	Z	Z	Z

MIDDLE NAME									
M	A	R	I	E					
A	A	A	A	A	A	A	A	A	A
B	B	B	B	B	B	B	B	B	B
C	C	C	C	C	C	C	C	C	C
D	D	D	D	D	D	D	D	D	D
E	E	E	E	E	E	E	E	E	E
F	F	F	F	F	F	F	F	F	F
G	G	G	G	G	G	G	G	G	G
H	H	H	H	H	H	H	H	H	H
I	I	I	I	I	I	I	I	I	I
J	J	J	J	J	J	J	J	J	J
K	K	K	K	K	K	K	K	K	K
L	L	L	L	L	L	L	L	L	L
M	M	M	M	M	M	M	M	M	M
N	N	N	N	N	N	N	N	N	N
O	O	O	O	O	O	O	O	O	O
P	P	P	P	P	P	P	P	P	P
Q	Q	Q	Q	Q	Q	Q	Q	Q	Q
R	R	R	R	R	R	R	R	R	R
S	S	S	S	S	S	S	S	S	S
T	T	T	T	T	T	T	T	T	T
U	U	U	U	U	U	U	U	U	U
V	V	V	V	V	V	V	V	V	V
W	W	W	W	W	W	W	W	W	W
X	X	X	X	X	X	X	X	X	X
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Z	Z	Z	Z	Z	Z	Z	Z	Z	Z

4 Enter full mailing state, province, and country.

D I O W A

E PROVINCE

F COUNTRY CODE 1 9 1

(Refer to the list found on page 7 of this form.)

5 PHARMACY DEGREE (First degree leading towards the practice of pharmacy)

A TITLE OF DEGREE

Diploma

Bachelor

Master

Doctorate

Other

B DATE DEGREE ISSUED

MO. 0 4

YEAR 1 9 7 2

6 PHARMACIST LICENSE AND/OR REGISTRATION

A Was an unrestricted license required to practice pharmacy?

Yes No

B Was an unrestricted registration required to practice pharmacy?

Yes No

C Date license was issued:

MO. 0 4

YEAR 1 9 7 4

D Date registration was issued:

MO. 0 4

YEAR 1 9 7 2

You must complete the reverse side.

SERIAL #

PLEASE DO NOT WRITE IN THIS AREA





8

DATE OF BIRTH	
MO.	YEAR
03	23
19	50

0 1 2 3 4 5 6 7 8 9
 0 1 2 3 4 5 6 7 8 9

9 GENDER

Male
 Female

10 MARITAL STATUS

Single
 Married
 Widowed
 Divorced

11 CITIZENSHIP (Complete all three)

A AT BIRTH

COUNTRY CODE

1 9 1

0 1 2 3 4 5 6 7 8 9

B UPON ENTERING PHARMACY SCHOOL

COUNTRY CODE

1 9 1

0 1 2 3 4 5 6 7 8 9

C NOW

COUNTRY CODE

1 9 1

0 1 2 3 4 5 6 7 8 9

(Refer to the list of country codes found on page 7 of this form.)

13 Need ADA Accommodations

Yes
 No

12 Has any punitive action been taken against you by any pharmacy licensing or registering authority or any recognized pharmacy organization, or have you been refused admission to a recognized pharmacy organization?

Yes
 No

If the answer to question 12 is "Yes," explain fully on a separate sheet of paper giving such details as date, location, charge, and punishment.

COUNTRY CODES (If you do not find your country code in this list, please complete the top of page 8.)

001 Afghanistan	026 Brunei	050 Dominican Republic	078 Honduras	105 Liechtenstein	132 Niger	155 Saudi Arabia	181 Tunisia
002 Albania	027 Bulgaria	051 Ecuador	079 Hong Kong	106 Lithuania	133 Nigeria	156 Senegal	182 Turkey
003 Algeria	028 Burkina Faso	052 Egypt	080 Hungary	107 Luxembourg	134 Niue	157 Seychelles	183 Turkish Rep
004 Andorra	029 Burma	053 El Salvador	081 Iceland	108 Macau	135 Norway	158 Sierra Leone	184 Turkmenistan
005 Angola	030 Burundi	054 Equatorial Guinea	082 India	109 Macedonia	136 Oman	159 Singapore	185 Tuvalu
006 Antigua and Barbuda	031 Cambodia	055 France	083 Indonesia	110 Madagascar	137 Pakistan	160 Slovakia	186 Uganda
007 Argentina	032 Cameroon	056 Germany	084 Iran	111 Malawi	138 Palestine	161 Slovenia	187 Ukraine
008 Armenia	033 Canada	057 Greece	085 Iraq	112 Malaysia	139 Panama	162 Solomon Islands	188 Union of Soviet Socialist Republics
009 Australia	034 Cape Verde	058 Hungary	086 Ireland	113 Maldives	140 Papua New Guinea	163 Somalia	189 United Arab Emirates
010 Austria	035 Cayman Islands	059 Iceland	087 Israel	114 Mali	141 Paraguay	164 South Africa	190 United Kingdom
011 Azerbaijan	036 Central African Republic	060 Italy	088 Jordan	115 Malta	142 Peru	165 South Korea	191 United States
012 Bahamas	037 Chad	061 Jamaica	089 Kazakhstan	116 Marshall Islands	143 Philippines	166 Spain	192 Uruguay
013 Bahrain	038 Chile	062 Kenya	090 Kuwait	117 Mauritania	144 Poland	167 Sri-Lanka	193 Uzbekistan
014 Bangladesh	039 China	063 Kiribati	091 Laos	118 Mauritius	145 Portugal	168 Sudan	194 Vanuatu
015 Barbados	040 Colombia	064 Korea	092 Lebanon	119 Mexico	146 Qatar	169 Suriname	195 Vatican
016 Belarus	041 Comoros	065 Kyrgyzstan	093 Kazakhstan	120 Micronesia	147 Romania	170 Swaziland	196 Venezuela
017 Belgium	042 Congo	066 Laos	094 Kenya	121 Moldova	148 Russia	171 Sweden	197 Vietnam
018 Belize	043 Cook Islands	067 Latvia	095 Kiribati	122 Monaco	149 Rwanda	172 Switzerland	198 Western Sahara
019 Benin	044 Costa Rica	068 Lithuania	096 Kuwait	123 Mongolia	150 Saint Christopher and Nevis	173 Syria	199 Western Samoa
020 Bhutan	045 Croatia	069 Luxembourg	097 Kyrgyzstan	124 Morocco	151 Saint Lucia	174 Taiwan	200 Yemen
021 Bolivia	046 Cuba	070 Macedonia	098 Laos	125 Mozambique	152 Saint Vincent and the Grenadines	175 Tajikistan	201 Yugoslavia
022 Bosnia and Herzegovina	047 Cyprus	071 Guatemala	099 Latvia	126 Namibia	153 San Marino	176 Tanzania	202 Zaire
023 Botswana	048 Czech Republic	072 Guinea	100 Lebanon	127 Nauru	154 Sao Tome and Principe	177 Thailand	203 Zambia
024 Brazil	049 Czechoslovakia	073 Guinea-Bissau	101 Lesotho	128 Nepal		178 Togo	204 Zimbabwe
025 British Virgin Islands	050 Denmark	074 Guyana	102 Liberia	129 Netherlands		179 Tonga	
	051 Djibouti	075 Haiti	103 Libya	130 New Zealand		180 Trinidad and Tobago	
	052 Dominica			131 Nicaragua			

14 MAIDEN NAME Full name before marriage (to be completed by women only)

(First) _____ (Middle) _____ (Family or Surname) _____

15 PHARMACY SCHOOL (List precise name of all schools in which pharmacy courses were taken for the degree indicated in item 5, including pre-pharmacy courses.)

School(s) Attended	Location (Country)	Date Attended From WYY	To MMYY	Number of Years You Actually Attended School
University of Iowa	Ames, Iowa	88	92	6

16 NATIVE LANGUAGE (Mother Tongue)

You must complete the reverse side, including the notarized signature.

FPGEC Application/
Qualifying Procedures

17 COMPLETE ONLY IF YOUR COUNTRY CODE WAS NOT LISTED ON PAGE 7.

ADDRESS (Refer to Item 4) Country	PLACE OF BIRTH (Refer to Item 7) Country	CITIZENSHIP (Refer to Item 11) AT BIRTH Country UPON ENTERING PHARMACY SCHOOL Country NOW Country
--------------------------------------	---	--

18 CERTIFICATION

I hereby certify that the information given in this application is true and accurate to the best of my knowledge, and that the photographs enclosed are recent photographs of me.

I understand that (1) falsification of this application, (2) the submission of any falsified educational documents to the FPGE, or (3) the submission of any falsified FPGE documents to the agencies, or (4) the giving of incorrect information in the examination, may be sufficient cause for the FPGE to bar me from the examination, to terminate my participation in the examination, to invalidate the results of my examination, to withhold a certificate, to revoke a certificate, to take other appropriate action.

I understand that the FPGE certificate and any and all copies thereof remain the property of the FPGE and must be returned to the FPGE, if the FPGE determines that the holder of the certificate was not eligible to receive it, or that it was otherwise issued in error.

I hereby authorize the FPGE to transmit any information contained in this application, or information that may, otherwise become available to the FPGE, to any federal, state, or local governmental department or agency, to any hospital, or to any other organization or individual who, in the judgment of the FPGE, has a legitimate interest in such information, including but not limited to NABP's Pharmacist and Pharmacy Achievement and Discipline program.

I understand that if I pass the FPGE and receive FPGE's certification, I will be eligible to take the pharmacist licensing examination only in those states and jurisdictions that consider FPGE certification, provided that I am otherwise eligible for licensure in any such state or jurisdiction. I further understand that not all states accept FPGE certification. I understand and agree that I am encumbered upon me to contact the board of pharmacy in the state or jurisdiction where I seek to be licensed to determine whether such state or jurisdiction accepts FPGE certification and whether I meet the other requirements for licensure in that state or jurisdiction.

I understand that the FPGE makes no representations as to my eligibility for licensure as a pharmacist in any state or jurisdiction.

I hereby certify that I have read the FPGE Application Bulletin and have followed all procedures for the FPGE application to the best of my abilities.

ATTACH ONE PHOTOGRAPH HERE

One additional identical photograph must accompany this application.

Seal, stamp, or signature of official must be legible and overlap a portion of both the attached photograph and application form.

Do not cover the face in the photograph.

Applicant must sign his/her full name as it appears in English on the first line below, but only in the presence of one of the following who must complete the last two lines of the application: a Consular Official, First-Class Magistrate, or Notary Public. The seal, stamp, or signature of the Consular, First-Class Magistrate, or Notary Public must overlap a portion of both the attached photograph and application form.

Signature of Applicant (as it appears in English) X _____

Subscribed and sworn to (or affirmed) before me this _____ day of _____, 20____

X _____ Official Title

Signature of a Consular Official, a First-Class Magistrate, or a Notary Public (see box above). If official title and/or seal is not in English, FPGE requires a translation. Alterations or erasures of any kind in item 18 will void this application.



SERIAL #

Documentation of Pharmacist Credentials

For Applicants Who Applied Prior to April 14, 2006

Submitting Official Supporting Documentation to the FPGEC

Official documents are those that include an inked or impressed seal or stamp of the issuing body. Official documents must also include an inked signature of the individual from the issuing body authorized to certify the document. The official transcript, proof of degree, and proof of license and/or registration must be submitted in an envelope sealed by the appropriate issuing body to the FPGEC. A seal, stamp, or signature of an official must overlap the flap closure and the envelope. The document, in the sealed envelope, must be submitted to the FPGEC either from the applicant or directly from the issuing body. The FPGEC, at its discretion, may require further documentation to qualify an applicant for Certification. Faxed official documents will not be accepted.

Official Transcript(s)

An official transcript, detailing courses and grades, from the applicant's college, university, or pharmacy school is required. Applicants who were issued a pharmacy degree prior to January 1, 2003, must have completed a minimum four-year pharmacy curriculum at the time of graduation. Applicants who were issued a pharmacy degree on or after January 1, 2003, must have completed a minimum five-year pharmacy curriculum at the time of graduation. If there were additional coursework requirements for graduation (for example, pre-pharmacy coursework), an official transcript of courses and grades for these or other documentation proving completion of these, is also required.

Unofficial photocopies of transcripts will not be accepted. Transcripts must be kept for the FPGEC files, and will not be returned. If official transcripts are not in English, refer to page 18, "Translation of Non-English Documents" section.

Official Proof of Degree

Official proof of the pharmacy degree or qualification from a pharmacy school indicating the title of the degree or qualification and the date of issuance is required. The pharmacy degree or qualification the applicant received must be the professional degree leading to licensure and/or registration (where applicable) to practice pharmacy. If the official proof of degree is not in English, refer to page 18, "Translation of Non-English Documents" section.

Official Proof of Licensure and/or Registration

Official proof of a license and/or registration to practice pharmacy in the country or jurisdiction where the applicant earned a pharmacy degree is required. Each license and/or registration must be unrestricted and certified by the appropriate government official of the jurisdiction issuing the license or registration.

If a license and/or registration is required to practice pharmacy in the country or jurisdiction where the applicant earned a pharmacy degree, the applicant **must** obtain the license and/or registration to be considered for FPGEC Certification. If both a license and registration are required, the applicant must submit proof of **both**. If neither licensing nor registration were required to practice pharmacy in the country or jurisdiction where the pharmacy degree was earned, a request for an "Affidavit for Failure to Obtain Licensure in a Foreign Jurisdiction" must be submitted with the application materials. The FPGEC will provide further information concerning this procedure to eligible applicants. The applicant must also submit official documentation verified by his or her pharmacy school or the applicable government agency that neither licensing nor registration was required.

If licensure and/or registration is required to practice pharmacy in the country or jurisdiction where the applicant earned a pharmacy degree; however, at the time of graduation licensure nor registration were obtained due to non-citizenship, the applicant must submit the following: (1) official proof of the license and/or registration in whichever country or jurisdiction it was obtained; and (2) an official statement, issued by the appropriate government official of the country or jurisdiction where the applicant earned the pharmacy degree, confirming the eligibility of the applicant to practice pharmacy in that country although neither licensure nor registration were obtained. If supporting documentation is not in English, refer to page 18, "Translation of Non-English Documents" section.

Submitting Additional Supporting Documentation

Photocopies of Documents

Certified photocopies of all documents except transcripts, degrees, licenses, and registrations for evaluation may be submitted to the FPGEC. Certified photocopies of the documents are those where the

words, **“I have reviewed the original document and attest that this is a true and exact copy of the original”** must be written directly on the photocopy by a notary public, and include the notary public seal and signature. The notary must also include his or her signature. If a document is longer than one page, **each page** must be certified. Present both the original document and a photocopy to the notary public for proper certification. Documents cannot be certified by the applicant. The FPGEC will not accept photocopies of documents that have been certified by the applicant or that are not properly certified.

If an applicant is unable to submit properly certified photocopies of his or her supporting documentation, the original documents must be submitted directly to the FPGEC. Applicants must request, in writing to the FPGEC, to have original documents returned.

Translation of Non-English Documents

Any document, including all seals and/or stamps, not in English must be accompanied by an official word-for-word English translation, prepared and certified as correct by an official translator. The FPGEC considers an official translator to be a certified translator, a certified court interpreter, an authorized government official, or an official from the pharmacy school where the applicant obtained the pharmacy degree. Applicants may also obtain an official translation from a professional translation service. **Each page of the translation must be signed and dated by the translator, and must appear on official stationery.** Proof of the translator’s credentials must accompany each translation. An applicant may *not* prepare his or her own translations.

Applicant’s Name

If an applicant changes his or her name, he or she must send a properly certified photocopy of a marriage certificate or other legal document, such as a court order, that indicates the former and current names. Be sure that the information submitted on the application form matches the information on all supporting documentation.

If an applicant’s name on any submitted document does not match the name on the application form, the original or a properly certified photocopy of a marriage certificate or other legal document, such as a court order, that indicates what your name was and what it is now must be submitted to the FPGEC.

Alternate Procedures

If an applicant has graduated from a pharmacy program prior to January 1, 2003, with at least a four-year curriculum, or on or after January 1, 2003, with at least a five-year pharmacy curriculum, but cannot provide the required documentation, he or she may be eligible for an alternate procedure. The alternate procedure is considered only after the application form and supporting documentation have been evaluated by the FPGEC. A request for alternate procedures must be submitted with the application. The FPGEC will consider each request individually.

Only applicants authorized by the FPGEC to utilize the alternate procedures will be permitted to do so. Appropriate forms will be provided to applicants by the FPGEC.

Re-examination

Refer to page 4 for details.

Documentation of Pharmacist Credentials

For New Applicants Applying On or After April 14, 2006

Submitting Official Supporting Documentation to ECE

Official documents are those that include an inked or impressed seal or stamp of the issuing body. Official documents must also include an inked signature of the individual from the issuing body authorized to certify the document. Applicants are required to submit two sets of their pharmacy education documentation, the official transcript and official proof of the degree, directly to ECE according to procedures indicated in this section. Applicants must submit the ECE application to ECE with the appropriate fees. The official transcript and proof of degree must be submitted in an envelope sealed by the appropriate issuing body. A seal, stamp, or signature of an official must overlap the flap closure and the envelope. The document, in the sealed envelope, must be submitted to ECE either from the applicant or directly from the issuing body. ECE, at its discretion, may require further documentation to qualify an applicant for certification. Faxed documents will not be accepted.

The ECE application may be obtained from ECE's Web site, www.ece.org/nabp, or may be obtained by contacting ECE directly at:

Educational Credential Evaluators, Inc
PO Box 514070
Milwaukee, WI 53203-3470
Phone: 414/289-3400
Web site: www.ece.org/nabp

Applicants must request that ECE submit a copy of the General Evaluation Report directly to the FPGEC along with their supporting documentation. The FPGEC will not accept the General Evaluation Report submitted by the applicant.

Upon receipt of the General Evaluation Report from ECE, the FPGEC will continue the evaluation process and advise the applicant regarding the status of his or her file.

Official Transcript(s)

An official transcript, detailing courses and grades, from the applicant's college, university, or pharmacy school is required. Applicants who were issued a pharmacy degree prior to January 1, 2003, must have completed a minimum four-year pharmacy curriculum at the time of graduation. Applicants who were issued a pharmacy degree on or after January 1, 2003, must have completed a minimum five-year pharmacy curriculum at the time of graduation. If there were additional coursework requirements for graduation (for example, pre-pharmacy coursework), an official transcript of courses and grades for these or other documentation proving completion of these, is also required.

Unofficial photocopies of transcripts will not be accepted. Transcripts must be kept for ECE and FPGEC files, and will not be returned. If official transcripts are not in English, refer to the "Translation of Non-English Documents" section on page 20.

Official Proof of Degree

Official proof of the pharmacy degree or qualification from a pharmacy school indicating the title of the degree or qualification and the date of issuance is required. The pharmacy degree or qualification the applicant received must be the professional degree leading to licensure and/or registration (where applicable) to practice pharmacy. If the official proof of degree is not in English, refer to page 20, "Translation of Non-English Documents" section.

Submitting Official Supporting Documentation to FPGEC

Official Proof of Licensure and/or Registration

Official proof of this documentation must be submitted to the FPGEC either from the applicant or directly from the issuing body. **Please do not send proof of the license or registration to ECE.**

Official proof of a license and/or registration to practice pharmacy in the country or jurisdiction where the applicant earned a pharmacy degree is required. Each license and/or registration must be unrestricted and certified by the appropriate government official of the jurisdiction issuing the license or registration.

If a license and/or registration is required to practice pharmacy in the country or jurisdiction where the applicant earned a pharmacy degree, the applicant **must** obtain the license and/or registration to be considered for FPGEC Certification. If both a license and registration are required, the applicant must submit proof of **both**. If neither licensing nor registration were required to practice pharmacy in the country or jurisdiction where the pharmacy degree was earned, a request for an "Affidavit for Failure to Obtain Licensure in a Foreign Jurisdiction" must be submitted with the application materials. The FPGEC will provide further information concerning this procedure to eligible applicants. The applicant must also submit official documentation verified by his or her pharmacy school or the applicable government agency that neither licensing nor registration was required.

If licensure and/or registration is required to practice pharmacy in the country or jurisdiction where the applicant earned a pharmacy degree, however, at the time of graduation licensure nor registration were obtained due to

non-citizenship, the applicant must submit the following: (1) official proof of the license and/or registration in whichever country or jurisdiction it was obtained; and (2) an official statement, issued by the appropriate government official of the country or jurisdiction where the applicant earned the pharmacy degree, confirming the eligibility of the applicant to practice pharmacy in that country although neither licensure nor registration were obtained. If supporting documentation is not in English, refer to the “Translation of Non-English Documents” section on this page.

Submitting Additional Supporting Documentation

Photocopies of Documents

Certified photocopies of all documents except transcripts and degrees for evaluation may be submitted to the FPGEC. Certified photocopies of the documents are those where the words, **“I have reviewed the original document and attest that this is a true and exact copy of the original”** must be written directly on the photocopy by a notary public, and include the notary public seal and signature. The notary must also include his or her signature. If a document is longer than one page, **each page** must be certified. Present both the original document and a photocopy to the notary public for proper certification. The FPGEC will not accept photocopies of documents that have been certified by the applicant or that are not properly certified.

If an applicant is unable to submit properly certified photocopies of his or her additional supporting documentation, the original documents must be submitted directly to the FPGEC. Applicants must request, in writing to the FPGEC, to have original documents returned.

Translation of Non-English Documents

Any document, including all seals and/or stamps, not in English must be accompanied by an official word-for-word English translation, prepared and certified as correct by an official translator. The FPGEC considers an official translator to be a certified translator, a certified court interpreter, an authorized government official, or an official from the pharmacy school where the applicant obtained the pharmacy degree. Applicants may also obtain an official translation from a professional translation service or an appropriate language department at any university in addition to an attestation statement certifying the accuracy of the translation. **Each page of the translation must be signed and dated by the translator, and must appear on official stationery.** Proof of the translator’s credentials must accompany each translation. An applicant may *not* prepare his or her own translations.

Applicant’s Name

If an applicant changes his or her name, he or she must send a properly certified photocopy of a marriage certificate or other legal document, such as a court order, that indicates the former and current names. Be sure that the information submitted on the application form matches the information on all supporting documentation.

If an applicant’s name on any submitted document does not match the name on the application form, the original or a properly certified photocopy of a marriage certificate or other legal document, such as a court order, that indicates what your name was and what it is now must be submitted to the FPGEC.

Alternate Procedures

Refer to page 18 for details.

Re-examination

Refer to page 4 for details.

General Information

Information About Sitting for the FPGEE and Study Materials

Specific information about sitting for the FPGEE, including study materials and examination subjects, will be mailed to applicants after the applicant has been accepted to sit for the examination. Study materials and examination subjects are also available on the NABP Web site at www.nabp.net.

Closed File

An applicant's file will be closed and fees surrendered to the FPGEC in the following situations:

1. When an applicant has scheduled an appointment for the FPGEE, is absent the day of the examination, and fails to cancel his or her registration within the time period allowed.
2. When an applicant who is not yet certified fails to correspond in writing with the FPGEC office, or to file an updated application, for a period of two years.

The FPGEC will send notification of file closure, in writing, to applicable applicants. Applicants will have 30 days to appeal the file closure decision of the FPGEC. The FPGEC will review each appeal on a case-by-case basis.

If an applicant wishes to pursue FPGEC Certification once the file is closed, the application process, full fees, supporting document review, and examination process starts over as if he or she were a new applicant.

Pharmacist and Pharmacy Achievement and Discipline Database

NABP's Pharmacist and Pharmacy Achievement and Discipline® (PPAD®) database contains information about pharmacists, interns, technicians, pharmacies, and other entities licensed by state boards of pharmacy. PPAD will also list those individuals who are awarded FPGEC Certification. The information is listed on NABP's Web site at www.nabp.net. An applicant, who does not want his or her Certification listed on the Web site, **must** write to the FPGEC and request that the Certification not be listed.

Special Testing Accommodations

The FPGEC abides by all applicable federal and state statutes relating to the accommodation of disabled individuals. To ensure the security and integrity of the examinations, the FPGEC will evaluate special accommodation requests.

An applicant must submit a letter, along with the application materials indicating the nature of his or her disability and the nature of the accommodations requested. A letter must accompany the request from an applicant's physician or therapist documenting the disability.

Testing accommodations will be made only with the authorization of the FPGEC.

Frequently Asked Questions

Where do I send my application?

- Applicants who applied to the FPGEC Certification Program prior to April 14, 2006, will continue to send all application-related information and/or fees to the FPGEC.
- New applicants who apply to the FPGEC Certification Program on or after April 14, 2006, will send an application (Form 100) and fees to the FPGEC and an application (ECE Application Form) and fees to ECE.
- Applicants whose program file has been closed will send a new application (Form 100) and fees to the FPGEC and an application (ECE Application Form) and fees to ECE.

Where do I send my official documentation?

- Official documentation includes the transcript, proof of the degree, and proof of the license and/or registration and must be submitted as follows:
 - Applicants who applied to the FPGEC Certification Program prior to April 14, 2006, will send the transcript, proof of the degree, and proof of the license and/or registration to the FPGEC.
 - New applicants who apply to the FPGEC Certification Program on or after April 14, 2006, will send the transcript and proof of the degree to ECE accompanied by the ECE Application Form. These applicants will send proof of the license and/or registration to the FPGEC.
 - Applicants whose program file has been closed will send the transcript and proof of the degree to ECE accompanied by the ECE Application Form. These applicants will send proof of the license and/or registration to the FPGEC.

Where do I send my additional documentation?

- Additional supporting documentation may include a marriage certificate, proof of name change, birth certificate, translations, or other documentation supporting the application. These documents must be submitted as follows:
 - Applicants who applied to the FPGEC Certification Program prior to April 14, 2006, will send any additional supporting documentation to the FPGEC.
 - New applicants who apply to the FPGEC Certification Program on or after April 14, 2006, will send any additional supporting documentation to the FPGEC. However, ECE may, during the evaluation of the education documentation, require that applicants send additional supporting documentation to them for review.
 - Applicants whose program file has been closed will send any additional supporting documentation to the FPGEC. However, ECE may, during the evaluation of the education documentation, require that applicants send additional supporting documentation to them for review.