

State of Alaska  
Board of Pharmacy  
**Guide to Obtaining Your  
Alaska Pharmacist License**



*This document is intended to answer the most common questions about applying for licensure as a pharmacist in Alaska.\* It is not, however, intended to replace reading the actual application instructions, nor can it address every possible licensing scenario. Each step serves a valuable purpose. The ultimate goals are to assure the protection of the public and verify your colleagues are adequately qualified to work by your side.*

**Read the instructions carefully and do not leave any line blank.** The most frequent cause for delays in license application processing is incomplete applications. For example, new graduates need to include their Intern license information on page two of the application because it is a "license to practice pharmacy." The Pharmacist License Application, both the Certificates of Moral Character and the Verification of Work Experience all have to be notarized. "Original document" means documents with original signatures, notary stamps, or seals submitted via postal mail; this does not mean faxed, scanned or copied documents. Carefully read the definition of "Certified, True Copy" of a document, if you are asked to provide one.

**Name/Address Change:** You must keep the board informed of your current mailing address. If your name changes, you must submit the documents required in the Change of Name form.

**Intern Licensing:** You will be mailed the Alaska Intern Jurisprudence Questionnaire from this office after all other application documents are received and in order. It is an open book, multiple choice questionnaire based on the statutes and regulations of Alaska pharmacy practice. The statutes and regs are on our website.

**Official Transcripts:** Contact your college or university to get an Official Transcript mailed directly to the Alaska Board of Pharmacy. Typically there is a small fee for this. Foreign grads ~ submit certified diploma from your accredited university and FPGEC cert from NABP. (Foreign Graduates see below)

**\*Temporary Pharmacist Licenses:** The only documentation not required to obtain a temporary permit is the NABP final application for license transfer.

**Reciprocity Candidates: Verification of Licenses (VOL):** You must provide an Official Verification of Licensure (VOL) from each state in which you have ever held a license, regardless of whether or not it has expired. This form is included in the Pharmacist Application packet. You can get boards' addresses and fee schedules from their websites. Completed VOLs need to be mailed directly from the board to the Alaska board.

**Reciprocity Candidates: NABP.** If you haven't already done so, go to the NABP website ([www.nabp.net](http://www.nabp.net)) and arrange for two services. These are separate steps at the NABP, therefore completing one does not complete the other:

1. **Application for License Transfer:** Arrange to acquire this and send it to the board.
2. **Register to take the MPJE.** On the left of the NABP home page, you will see a list of links. You must register with the NABP to take the Alaska MPJE only after you have been notified by the board of your approval. General information about the NAPLEX and MPJE is in *Examination Programs*. The NABP notifies us electronically when your registration is complete. Taking the MPJE is intentionally one of the last steps in the application process. After most of your application documents are received in this office and in order, this office will then make you eligible to take the exam and you will receive an "Authorization to Test." You can then schedule your actual testing with the Pearson Vue. The Alaska MPJE is based on the Statutes and Regulations located on our website.

**NAPLEX and MPJE Exam Scores** are available via a link on the NABP and/or the Alaska Board of Pharmacy websites. This is the quickest way to get your exam scores.

**Reciprocity Candidates - Verification of Work Experience:** You are required to provide proof of 1,500 hours of experience in the practice of pharmacy. This is equivalent to one year; however, the board will only accept those hours completed within the one year preceding the date of the application submitted for licensure. Your former employer(s) must complete the Verification of Work Experience Reference Letter and mail it directly to our PO box. This is different from the verification of licensure requirement, which can be submitted by the applicant.

**New Graduates/Internship Requirements:** You must provide proof of 1500 internship hours in the practice of pharmacy. The board no longer distinguished between educational and non-educational hours. Applicants for pharmacist licensure must submit the Verification of Work or Internship Experience form (#08-4032c). For your reference, the regulations pertaining to internship requirements are provided below:

**12 AAC 52.080. INTERNSHIP REQUIREMENTS FOR A PHARMACIST LICENSE.** (a) An applicant for a pharmacist license shall submit an affidavit signed by the applicant, on a form provided by the department, documenting completion of 1,500 hours of internship or experience in the practice of pharmacy.(b) The board will accept as internship experience only internship hours completed under the direct supervision of a pharmacist licensed under AS 08.80 or the pharmacy licensing laws of another state.(c) Repealed 4/16/2016. (d) An internship program in a nontraditional site, such as an industry sponsored program, must be approved by the board before the board will give any internship credit for the program.

**Job Market/What is Alaska like?** The Alaska Pharmacists Association (APA) can assist you with job search information. Their website is [www.alaskapharmacy.org](http://www.alaskapharmacy.org). Additionally, the Alaska Department of Labor publishes reports on economic trends, including information on health care wages by occupation: <http://laborstats.alaska.gov/>

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