



## GRADUATION AND LICENSURE INFORMATION FOR PHARMD GRADUATES 2023

### GRADUATION:

- ☐ You **MUST** apply online for graduation no later than the end of the 5<sup>th</sup> week of classes for that term. The degree application deadline for winter 2023 graduates is **February 10, 2023**. The degree application deadline for spring/summer 2023 graduates is **March 11, 2023** if you want to participate in the May University commencement ceremony (if not, the deadline is **June 2, 2023**). Find more information on applying for graduation at <https://wayne.edu/commencement/apply-for-graduation/>.  
**\*\*Note that a hold on your account will NOT prevent you from applying for degree.\*\***
- ☐ **Degree Certification:** Your academic record shows your graduation date as soon as your degree has been certified. Degrees are not certified until all requirements are completed, final grades are posted, the degree is verified by a staff member in the Office of Student Affairs, that graduation list is sent to and certified by the Registrar. NOTE THAT NO DEGREES ARE CERTIFIED BEFORE THE END OF THE SEMESTER EVEN IF THE STUDENT FINISHES ROTATIONS EARLIER. THERE ARE NO EXCEPTIONS. Diplomas and certificates will be mailed within 6 weeks after certification.
- ☐ **Transcripts:** Official transcripts should be requested via Academica, but **will not** be released if students have a hold on their account because of outstanding tuition, library fees, parking tickets or other university fees, etc.

### COMMENCEMENT:

- ☐ **Pharmacy Convocation:** Any PharmD student who will be finishing their degree in winter or spring/summer 2023 is invited to participate in the Pharmacy Convocation ceremony. More information is posted on this website: <http://www.cphs.wayne.edu/pharmd/graduation.php>.
- ☐ **University Commencement:** PharmD graduates are also invited to participate in the University's commencement ceremony. In order to participate in the University ceremony, winter and spring/summer graduates **MUST** have submitted their application for graduation through Academica by the deadline mentioned above. More information on the University's commencement can be found online at <http://commencement.wayne.edu/>.

## US LICENSING EXAMINATIONS:

- All applicants for pharmacist licensure must take and pass the NAPLEX (North American Pharmacist Licensure Examination) and the MPJE (Multistate Pharmacy Jurisprudence Examination).
- 1. Applicants for the NAPLEX and MPJE examinations must apply online at <https://nabp.pharmacy/>. Information about content and administration of both examinations is available in the NAPLEX/MPJE Registration Bulletin that is also available online at [https://read.nxtbook.com/nabp/bulletin/naplex\\_mpje\\_bulletin/cover.html](https://read.nxtbook.com/nabp/bulletin/naplex_mpje_bulletin/cover.html).
- 2. **NABP confirms eligibility to sit for the NAPLEX and MPJE for candidates seeking licensure in Michigan.** NABP processes eligibility during the online application process. When seeking eligibility to sit for the NAPLEX or MPJE in Michigan, you will pay an \$85 non-refundable eligibility processing fee in addition to a \$100 non-refundable application fee for **each** exam. The \$85 fee covers both the NAPLEX and MPJE and is valid for a one-year period, starting with the initial application. If candidates have not passed their exams within that initial one year period, they will forfeit the processing fee and be required to submit a new processing fee.
- 3. **New graduates applying for their first license are required to have an official transcript sent directly from the pharmacy school that they graduated from to NABP. STUDENTS ARE RESPONSIBLE for obtaining an official transcript from the University.** [Official transcripts must be requested via Academica](#). Official transcripts must be in a sealed envelope bearing the school's stamp/seal on the envelope flap. Candidates may request that their school send the transcript electronically to [transcripts@nabp.pharmacy](mailto:transcripts@nabp.pharmacy). You also have the option of sending your official transcript electronically to Jozy Hayek at [jhayek@wayne.edu](mailto:jhayek@wayne.edu). Jozy will upload your transcript to your NABP profile; however, she cannot guarantee a quick processing time.  
Note that transcripts will not be released if students have a hold on their account because of outstanding tuition, library fees, parking tickets or other university fees, etc. Degrees are not certified until all requirements are completed, final grades are posted, the degree is verified by a staff member in the Office of Student Affairs, and that graduation list is sent to and certified by the Registrar. For more information about ordering official transcripts, please visit <https://wayne.edu/registrar/records/transcript-requests/>
- 4. After your transcript has been processed and your education is verified by NABP, the purchase exam link in your e-Profile will be active. You may then click on the link to complete the purchase exam process. The fees are \$475 for the NAPLEX and \$150 per MPJE jurisdiction.
- 5. After your payment is processed, you will be issued an Authorization to Test (ATT) by the testing company (Pearson VUE). The Authorization to Test will contain the dates you are eligible to take the NAPLEX and MPJE, instructions for scheduling your testing appointment, and other important information. NABP recommends scheduling your appointment as soon as possible due to limited seat capacity, particularly during higher volume testing periods. Please refer to the NAPLEX/MPJE Registration Bulletin for more information.
- 6. **Note that your name on the ATT letter has to match the name on your ID EXACTLY (i.e. first, middle, and last names, and suffix). If it does not, you will not be allowed to sit for the exam and will have to pay a rescheduling fee. Refer back to the bulletin for additional information.**

### US LICENSURE APPLICATION:

☐ **State of Michigan Licensure:**

The Michigan Board of Pharmacy Licensure Application is accessible online. Paper applications are no longer accepted:

[https://www.michigan.gov/lara/0,4601,7-154-89334\\_72600\\_72603\\_27529\\_27548---,00.html](https://www.michigan.gov/lara/0,4601,7-154-89334_72600_72603_27529_27548---,00.html)

Please review the LARA website for updates and instructions on how to submit the electronic application:

[https://www.michigan.gov/documents/lara/Pharmacist\\_Final\\_4-25-19\\_654141\\_7.pdf](https://www.michigan.gov/documents/lara/Pharmacist_Final_4-25-19_654141_7.pdf)

Note:

1. **Prior to submitting this application for licensure, you must have obtained a passing score on both the NAPLEX and the MPJE.**
2. **DO NOT SEND** Certificate of Education to Wayne State. The Office of Student Affairs will complete the Certification of Pharmacy Education for those who are eligible to sit for the licensing examinations to the Michigan Board of Pharmacy. Please note that this cannot be completed until all requirements are completed, final grades are posted, and the final degree verification has been completed.

☐ **Out of State Licensure:**

It is the graduating student's responsibility to find out what each state requires for licensing purposes, acquire, and complete any necessary forms. You will need to submit the Certification of Pharmacy Education form for each state in which you are pursuing licensure to the Office of Student Affairs (suite 1600) so that they can certify any information needed from the program. You can also send this information via email to Eric Upshaw at [eric\\_upshaw@wayne.edu](mailto:eric_upshaw@wayne.edu). Please note that this cannot be done until all requirements are completed, final grades are posted, and the final degree verification has been completed.

### CANADIAN EXAMINATION AND LICENSURE PROCEDURES:

- ☐ Please visit the PEBC website for information on applying for Canadian Licensure.

[http://www.pebc.ca/index.php/ci\\_id/5366/la\\_id/1.htm](http://www.pebc.ca/index.php/ci_id/5366/la_id/1.htm)

#### **National Identifier Number**

All international pharmacy graduates (IPGs) who wish to obtain a license to practice pharmacy in Canada are required to enroll in the NAPRA Gateway before applying for document evaluation with PEBC. The NAPRA Gateway provides a streamlined approach to facilitate the licensure process for IPGs. Please visit the [Pharmacists' Gateway Canada](#) for more information. **Please write your National**

**Identifier Number received from NAPRA in the top, right corner of the PEBC Document Evaluation application.**

If you are applying to PEBC for the first time after August 20, 2014, and you obtained your pharmacy education in the United States, you are required to register on the [Pharmacists' Gateway Canada](#) and receive a National Identifier Number before applying to PEBC for the Pharmacist Qualifying Examination. PEBC cannot process your application without this number. **Please write your National Identifier Number in the top, right corner of the Qualifying Examination applications.**

#### **Applying for U.S. Document Evaluation if you are still completing your program**

You are required to submit the application, fee, identification documents and licensing information to PEBC by the application deadline listed in the [Examination Dates and Fees](#) section. The instructions for proper submission are on the [Applying for Document Evaluation](#) page. Please follow the instructions carefully.

You must also arrange for PEBC to receive the following information regarding your education:

- 1. Letter from university/college confirming program completion**

**If you need a letter for your application, please notify Jozy Hayek ([jhayek@wayne.edu](mailto:jhayek@wayne.edu)) no later than April 28, 2023. If you are eligible and have requested a letter, the letter will be sent to PEBC by May 12, 2023.**

- 2. Final transcript**

Applicants need to request that a copy of final transcripts be sent directly from Wayne State University to the PEBC showing graduation date and degree granted. It must be received no less than five business days prior to the release of the exam results, or the release of your results will be delayed. Your academic record shows your graduation date as soon as your degree has been certified. Degrees are not certified until all requirements are completed, final grades are posted, the degree is verified by a staff member in the Office of Student Affairs, the graduation list is sent to and certified by the Registrar. Note that transcripts should be requested via Academica, but will not be released if students have a hold on their account because of outstanding tuition, library fees, parking tickets or other university fees, etc. STUDENTS ARE RESPONSIBLE for obtaining an official transcript from the University. For more information about ordering official transcripts, please visit <https://wayne.edu/registrar/records/transcript-requests/>

#### **Applying for U.S. Document Evaluation if you have already graduated**

You are required to complete all of the application requirements found in the [Applying for Document Evaluation](#) section.