

# Licensure by Exam Process

***NOTE\*\**** If you have not yet created a user profile in the NC Board's licensure Gateway, you should do that now. Navigate to the Board's Licensure Gateway – <https://portal.ncbop.org> Click REGISTER NOW and follow the prompts. Make sure you save your username and password, you will be using them for all licensing processes moving forward.

## **Step 1:**

Log into your e-Profile with NABP ([www.nabp.pharmacy](http://www.nabp.pharmacy)).

## **Step 2:**

Purchase the NAPLEX and MPJE exams on NABP's website. NABP collects transcripts from all license purchasers and reviews its Clearinghouse to determine a candidate's eligibility to test. If the candidate meets NABP's testing eligibility criteria, then NABP will issue the Authorization To Test (ATT) for each exam purchased.

The eligibility fee for exams is \$100 each. **Note\*\****you will purchase each exam once NABP issues your ATT. See NABP's website for the most updated information on exam fees.*

## **Step 3:**

Log into your profile in the licensure Gateway (<https://portal.ncbop.org/>) and submit the Pharmacist Exam Application. There is a \$100 NON-REFUNDABLE/NON-TRANSFERRABLE application fee. Upload all required documents. Board staff will review the application within 10 business days. The application is valid for one year from the date of submission.

## **Step 4:**

Take and pass both exams. Board staff receives score reports from NABP, and your pass/fail score will be recorded in your profile. You may access your scores via NABP's website, as they will be posted there first.

## **Step 5:**

Once Board Staff has confirmed that all licensure requirements have been met, the license will be issued on a rolling schedule. You will be notified via email once your license has been issued. Make sure you follow all instructions provided to you in that email.