NDSCS

PHARMACY TECHNICIAN

The Science of Success.

PATSIM

Pharmacist-Assisted Technician Self Instructional Modules

Non-Credit Program

Welcome

Thank you for choosing the North Dakota State College of Science and the Pharmacy Technician Program. We are very pleased to welcome you to our program. We are here to support you and guide you as you enter the pharmaceutical industry.

Our curriculum has been created with input from individual practitioners, the NDSU College of Pharmacy, the ND Pharmaceutical Association, the ND Society of Heath-System Pharmacists, and the Northland Association of Pharmacy Technicians. It is designed to provide you with the knowledge and skills needed in all aspects of pharmacy practice, allowing you to choose from all types of employment opportunities.

You have chosen to enroll in the non-degree granting module program known as PATSIM (Pharmacist-Assisted Technician Self Instructional Modules). Please read the entire student handbook and keep for future reference.

Welcome!

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NDSCS

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NDSCS ADMISSION REQUIREMENTS
1. High School graduate or G.E.D.
2. Be 18 years old before completion of the program.
3. Complete the PATSIM ENROLLMENT FORMS
   a. Submit transcripts to NDSCS Pharmacy Technician Office. (these may be unofficial) if you have courses on your transcript that may be acceptable for the program.
4. Submit documentation assuring Reading, Writing and Math Competency to the Pharmacy Technician Office

Reading and Writing Validation Submit ONE of the following		
ACT or Accuplacer Scores	Transcript (unofficial OK) of Dual Credit or College Courses in College Comp.	Form A Employer Verification

Math Validation Submit ONE of the following		
ACT or Accuplacer Scores	Transcript (unofficial OK) of Dual Credit or College Math Courses	Successful Completion of Calculations Readiness in e-college (taken with Proctor)

Minimum ACT sores or Equivalent are:

Minimum ACT or equivalent Scores
Reading   18 ACT
Writing   17 ACT
Math   19 ACT

If the student has taken and passed a college composition class or a college algebra course the unofficial transcript will be accepted, this may be a dual credit or AP course.

Students not meeting the minimum scores will have to increase their reading, writing or math ability prior to being accepted into the program. You may work on module 1 while you are completing this requirement, but may NOT move on. One method would be to take on line remedial courses offered at a number of ND institutions. Alternatively, obtain tutoring. Once those are complete, the transcript may be submitted to the Pharmacy Technician Office or retest.

Registration:
To complete the registration process for the modules:
1. Complete, sign and return pages from the Application Packet
2. Send Verification of Reading, Writing and Math as described on page 3 from the application packet
3. Obtain a Proctor and return required documents from the application packet

Registration with ND Board of Pharmacy as a Tech in Training
1. In Training with ND State Board of Pharmacy (send to Bismarck)

NDSCS Mission Statement
The North Dakota State College of Science is a comprehensive, associate degree-granting college founded on a tradition of quality and integrity. We deliver learner-focused education through a unique and evolving collegiate experience. Using innovative delivery strategies, NDSCS anticipates and responds to statewide and regional needs by providing access to occupational/ technical programs, transfer programs and workforce training.

NDSCS Vision Statement
 To enrich people's lives through responsive lifelong learning in a dynamic educational and technical environment.

Pharmacy Technician Program Mission Statement
The Pharmacy Technician program is responsible for providing on- and off- campus curriculums and to facilitate continuing education activities, both of which are designed to enhance student's knowledge, skills and career progress.

NDSCS Values

Learning: We engage the campus community in a lifelong learning environment inside and outside the classroom.

Integrity: We work with others and conduct ourselves in a respectful, ethical, hones and trusting manner.

Flexibility: We consider ideas from all sources and adapt to the needs of our patrons.

Excellence: We deliver superior programs and services that distinguish the college from its pears.

NDSCS STRATEGIC GOALS

The North Dakota State College of Science will use a culture of continuous improvement that advances, supports and rewards successful learning by students, faculty and staff as it addresses the following goals:
1. Enhance the image of NDSCS
2. Enhance student access, learning and success.
3. Improve effectiveness and efficiency of college systems and processes.
4. Create an integrated technology plan and infrastructure to improve effectiveness and efficiency for students and staff.
5. Expand financial opportunities of the college.

Program Purposes
The Pharmacy Technician Certificate Program is mandated and funded by the North Dakota Board of Higher education as a collaborative effort of the North Dakota State College of Science and the North Dakota State University College of Pharmacy. The program receives input and support from the North Dakota Board of Pharmacy, North Dakota Pharmaceutical Association,

North Dakota Society of Health-System Pharmacists and the Northland Association of Pharmacy Technicians. The programs objectives are:

1. To provide a one-year program leading to a certificate of completion, or a two-year program leading to an Associate of Science degree.
2. To provide students with the knowledge, skills, and abilities to pursue careers as a pharmacy technician assisting the pharmacists in the provision of pharmaceutical care.
3. To provide the educational background to qualify as a registered pharmacy technician in North Dakota.
4. To provide the educational background to successfully complete the Pharmacy Technician Certification Board's national certification exam.
5. To provide additional general education curriculum leading to an Associate of Science degree as a means for future career advancement.

Identified Student Outcomes
This program consists of general education material and core pharmacy technician courses. The pharmacy courses are taught by the program director, assistant director, several Registered Pharmacists and Registered Pharmacy Technicians serving as adjunct faculty. Development of independent thought, decision-making, and functioning is emphasized.

1. Ability to perform dispensing duties accurately and independently.
2. Ability to maintain medication and inventory control.
3. Assist the pharmacist with administrative and management activities.
4. Ability to communicate written, oral and electronically with patients, healthcare professionals and related organizations within the practice of pharmacy.
5. Eighty-five percent of students will successfully complete the Pharmacy Technician Certification Board national certification exam. (Current level is 100% successful completion.
6. Seventy-five percent of graduates actively seeking employment will be successfully employed in the pharmacy field within six months of completion of the program. (Current level is 100% placement.)

Review the following ASHP Standard for Accreditation. This will answer many of your questions regarding admission standards and proctoring of exams. The degree granting students have met the pre-requisite reading, writing and math scores for a long time. We must now extend the same requirements to the students enrolling in the modules. **NOTE: the modules will meet the entry-level requirements** In order to meet the advanced level additional lab and internship hours are required. It is best for the student to enroll in the distance degree granting program if this level is desired. The link will give you the entire standard: https://www.ashp.org/-/media/assets/professional-development/technician-program-accreditation/docs/ashp-acpe-pharmacy-technician-accreditation-standard-2018.ashx?la=en&hash=36EAA6511105A6C6BFEA4F30E193892F19E2C385

ASHP Accreditation Standard

SECTION I: COMPETENCY EXPECTATIONS

The education and training program develops the competencies that reflect current and future pharmacy technician functions and responsibilities at the Entry-level and the Advanced-level. To educate at the Advanced-level, the education and training program will prepare students to achieve both Entry-level and Advanced-level knowledge, skills, behaviors, and abilities. The program prepares students for practice as Entry-level pharmacy technicians in a variety of contemporary settings (e.g., community, hospital, home care, long-term care) and has students acquire knowledge, skills, behaviors, and abilities needed for such practice. The program prepares students for practice as Advanced-level pharmacy technicians, in a broad range of advanced roles in a variety of contemporary settings (e.g., community, hospital, home care, long-term care) and has students acquire additional knowledge, skills, behaviors, and abilities beyond those of the Entry-level pharmacy technician, needed for such advanced practice.

Standard 1: Personal/Interpersonal Knowledge and Skills
Key Elements for Entry-level:
1.1 Demonstrate ethical conduct.
1.2 Present an image appropriate for the profession of pharmacy in appearance and behavior.
1.3 Demonstrate active and engaged listening skills.
1.4 Communicate clearly and effectively, both verbally and in writing.
1.5 Demonstrate a respectful and professional attitude when interacting with diverse patient populations, colleagues, and professionals.

1.6 Apply self-management skills, including time, stress, and change management.

1.7 Apply interpersonal skills, including negotiation skills, conflict resolution, customer service, and teamwork.

1.8 Demonstrate problem solving skills.

Additional Key Elements for Advanced-level

1.9 Demonstrate capability to manage or supervise pharmacy technicians in matters such as conflict resolution, teamwork, and customer service.

1 1.10 Apply critical thinking skills, creativity, and innovation.

1.11 Apply supervisory skills related to human resource policies and procedures.

1.12 Demonstrate the ability to effectively and professionally communicate with other healthcare professionals, payors and other individuals necessary to serve the needs of patients and practice.

Standard 2: Foundational Professional Knowledge and Skills

Key Elements for Entry-level

2.1 Explain the importance of maintaining competency through continuing education and continuing professional development.

2.2 Demonstrate ability to maintain confidentiality of patient information, and understand applicable state and federal laws.

2.3 Describe the pharmacy technician's role, pharmacist's role, and other occupations in the healthcare environment.

2.4 Describe wellness promotion and disease prevention concepts.

2.5 Demonstrate basic knowledge of anatomy, physiology and pharmacology, and medical terminology relevant to the pharmacy technician's role.

2.6 Perform mathematical calculations essential to the duties of pharmacy technicians in a variety of settings.

2.7 Explain the pharmacy technician's role in the medication-use process.

2.8 Practice and adhere to effective infection control procedures.

Additional Key Elements for Advanced-level

2.9 Describe investigational drug process, medications being used in off-label indications, and emerging drug therapies.

2.10 Describe further knowledge and skills required for achieving advanced competencies.

2.11 Support wellness promotion and disease prevention programs.

Standard 3: Processing and Handling of Medications and Medication Orders Key Elements for Entry-level:

3.1 Assist pharmacists in collecting, organizing, and recording demographic and clinical information for the Pharmacist Patient Care Process.

3.2 Receive, process, and prepare prescriptions/medication orders for completeness, accuracy, and authenticity to ensure safety

3.3 Assist pharmacists in the identification of patients who desire/require counseling to optimize the use of medications, equipment, and devices.

3.4 Prepare patient-specific medications for distribution.

3.5 Prepare non-patient-specific medications for distribution.

3.6 Assist pharmacists in preparing, storing, and distributing medication products including those requiring special handling and documentation.

3.7 Assist pharmacists in the monitoring of medication therapy.

3.8 Maintain pharmacy facilities and equipment.

3.9 Use information from Safety Data Sheets (SDS), National Institute of Occupational Safety and Health (NIOSH) Hazardous Drug List, and the United States Pharmacopeia (USP) to identify, handle, dispense, and safely dispose of hazardous medications and materials.

3.10 Describe Food and Drug Administration product tracking, tracing and handling requirements.

3.11 Apply quality assurance practices to pharmaceuticals, durable and non-durable medical equipment, devices, and supplies.

3.12 Explain procedures and communication channels to use in the event of a product recall or shortage, a medication error, or identification of another problem.

3.13 Use current technology to ensure the safety and accuracy of medication dispensing. 3.14 Collect payment for medications, pharmacy services, and devices.

3.15 Describe basic concepts related to preparation for sterile and non-sterile compounding.

3.16 Prepare simple non-sterile medications per applicable USP chapters (e.g., reconstitution, basic ointments and creams).

3.17 Assist pharmacists in preparing medications requiring compounding of non-sterile products.

3.18 Explain accepted procedures in purchasing pharmaceuticals, devices, and supplies.
3.19 Explain accepted procedures in inventory control of medications, equipment, and devices
3.20 Explain accepted procedures utilized in identifying and disposing of expired medications.
3.21 Explain accepted procedures in delivery and documentation of immunizations. 3
3.22 Prepare, store, and deliver medication products requiring special handling and documentation.
Additional Key elements for Advanced-level
3.23 Prepare compounded sterile preparations per applicable, current USP Chapters.
3.24 Prepare medications requiring moderate and high level non-sterile compounding as defined by USP (e.g., suppositories, tablets, complex creams).
3.25 Prepare or simulate chemotherapy/hazardous drug preparations per applicable, current USP Chapters.
3.26 Initiate, verify, and manage the adjudication of billing for complex and/or specialized pharmacy services and goods.
3.27 Apply accepted procedures in purchasing pharmaceuticals, devices, and supplies.
3.28 Apply accepted procedures in inventory control of medications, equipment, and devices.
3.29 Process, handle, and demonstrate administration techniques and document administration of immunizations and other injectable medications.
3.30 Apply the appropriate medication use process to investigational drugs, medications being used in off-label indications, and emerging drug therapies as required.
3.31 Manage drug product inventory stored in equipment or devices used to ensure the safety and accuracy of medication dispensing.

Standard 4: Patient Care, Quality and Safety Knowledge and Skills
Key Elements for Entry-level
4.1 Explain the Pharmacists' Patient Care Process and describe the role of the pharmacy technician in the patient care process.
4.2 Apply patient- and medication-safety practices in aspects of the pharmacy technician's roles. 4.3 Explain how pharmacy technicians assist pharmacists in responding to emergent patient situations, safely and legally.

4.4 Explain basic safety and emergency preparedness procedures applicable to pharmacy services.

4.5 Assist pharmacist in the medication reconciliation process.

4 4.6 Explain point of care testing.

4.7 Explain pharmacist and pharmacy technician roles in medication management services.

4.8 Describe best practices regarding quality assurance measures according to leading quality organizations.

Additional Key Elements for Advanced-level

4.9 Verify measurements, preparation, and/or packaging of medications produced by other healthcare professionals.

4.10 Perform point-of-care testing to assist pharmacist in assessing patient's clinical status.

4.11 Participate in the operations of medication management services.

4.12 Participate in technical and operational activities to support the Pharmacists' Patient Care Process as assigned.

4.13 Obtain certification as a Basic Life Support Healthcare Provider.

Standard 5: Regulatory and Compliance Knowledge and Skills

Key Elements for Entry-level

5.1 Describe and apply state and federal laws pertaining to processing, handling and dispensing of medications including controlled substances.

5.2 Describe state and federal laws and regulations pertaining to pharmacy technicians.

5.3 Explain that differences exist between states regarding state regulations, pertaining to pharmacy technicians, and the processing, handling and dispensing of medications.

5.4 Describe the process and responsibilities required to obtain and maintain registration and/or licensure to work as a pharmacy technician.

5.5 Describe pharmacy compliance with professional standards and relevant legal, regulatory, formulary, contractual, and safety requirements.

5.6 Describe Occupational Safety and Health Administration (OSHA), National Institute of Occupational Safety and Health (NIOSH), and United States Pharmacopeia (USP) requirements for prevention and treatment of exposure to hazardous substances (e.g., risk assessment, personal protective equipment, eyewash, spill kit).

5.7 Describe OSHA requirements for prevention and response to blood-borne pathogen exposure (e.g., accidental needle stick, post-exposure prophylaxis).

5.8 Describe OSHA Hazard Communication Standard (i.e., "Employee Right to Know"). 5
Additional Key Elements for Advanced-level
5.9 Participate in pharmacy compliance with professional standards and relevant legal, regulatory, formulary, contractual, and safety requirements.
 5.10 Describe major trends, issues, goals, and initiatives taking place in the pharmacy

Standard 9: Curricular Length
Students are required to complete the number of hours for each component to graduate.
Key Elements for Entry-level
9.1 The training schedule consists of a minimum of 400 hours total, of health-related education and training, extending over a period of at least 8 weeks.
9.2 The period of training includes the following educational modalities: Didactic; Simulated; and Experiential.
9.3 The minimum number of hours for each component is as follows: Didactic – 120 hours; Simulated – 50 hours; Experiential – 130 hours (total of 300 hours); plus 100 additional hours, to obtain the minimum of 400 hours of training total. The additional 100 hours may be allocated to the three educational modalities listed above, based on the discretion of the program director and faculty.
 9.4 Programs document their method of time calculation and the attribution of hours of academic instruction within all instructional components for the program.

Program Expectations
1.   Adhering to the timeline is crucial. You are only allowed to be a Technician In Training for 24 months. Therefore you must complete all the course work and pass the national certification exam prior to the time on your Tech In Training Registration expiration date. It takes about 6 – 8 weeks to receive your Certificate from the PTCB.
2.   Students are expected to spend several hours weekly completing assignments and studying for exams.
3.   Cheating will not be tolerated. Cheating in any course will result in expulsion from the program.
4.   Students may retake only ONE module.

Academic Program Requirements- (how many modules may I re-take?)
Pharmacy Technician Students must achieve a "C" or better to pass any of the program specific courses for degree granting options. **Passage for noncredit modules is 75% or better.** The modules are on a Pass/Fail grading scale. A student will have the opportunity to repeat only ONE module in the event of failure.

Certification and Registration
North Dakota required completion of an ASHP accredited education program and certification by the Pharmacy Technician Certification Board. You will need BOTH certificates to complete the Registration process when you finish the modules. Make sure you give yourself enough time to take the Certification Exam and receive the Certificate within your 24 months. Your Technician in Training Registration is only good for 1 year and you are allowed ONE renewal.

Register for the exam on the Pharmacy Technician Certification Board website ptcb.org
Once you are registered for the Exam you will be sent information about scheduling your exam.

NORTH DAKOTA STATE COLLEGE OF SCIENCE
PHARMACY TECHNICIAN PROGRAM
STUDENT ESSENTIAL FUNCTIONS

Listed below are essential behavioral and physical functions which students must demonstrate or possess. These are not all-inclusive, nor do they reflect what may be required by an employer.

Auditory
The student must have adequate hearing to:
- answer telephones and voice mail
- communicate with colleagues, clients, and others
- hear alarms and equipment sounds

Visual
The student must have adequate vision to:
- utilize standard CRT and LCD screens on computers and other equipment
- read both printed and handwritten paper documents and labels
- operate equipment
- differentiate the colors, shapes, and imprints found on various pharmaceutical   products

Mobility
The student must be capable of:
- moving about an office or laboratory area either independently or with equipment aids
- utilize a keyboard and handwriting instruments
- reach office and laboratory supplies, paperwork, and books
- reach and control bulk containers of pharmaceuticals from shelves and cabinets

Mental and Cognitive
The student must possess abilities to:
- adequately utilize the English language
- function and prioritize in a multi-task environment
- collect and document patient and laboratory/practice information
- comprehend medical records, journals, and directions
- utilize computer programs of various complexities
- understand and explain both abstract and concrete concepts

Behavioral and Social
  The student must:
- take direction from supervising technicians, pharmacists, and faculty
- complete tasks in an appropriately timely manner
- complete tasks with complete accuracy
- conduct oneself within the Code of Ethics of the American Association of Pharmacy Technicians and the American Pharmaceutical Association
- respect the personal and professional stature of colleagues and clients
- apply professional etiquette in all interactions in all forms of communication
- dress and personally groom appropriately
- maintain proper decorum in stressful interpersonal and professional situations
- respect the cultural, social, and personal diversity of colleagues and clients

Individuals seeking reasonable accommodations based on personal limitations should contact the Pharmacy Technician Program office.

Requirements and accommodations offered by individual employers may vary greatly from those outlined above or required by specific courses.

The Practice of Personal Responsibility for Students

I am responsible for the achievement of my goals.

I am responsible for my choices and actions as they relate to achieve those goals.

I am responsible for the level of motivation I bring to my studies.

I am responsible for the level of enthusiasm I bring to my relationships.

I am responsible for my behavior with other students, coworkers, associates, and faculty.

I am responsible for how I prioritize my time and to achieve my educational goals.

I am responsible for the quality of my communication, oral and written.

I am responsible for my personal achievement.

I am responsible for accepting the consequences for choosing to attend or not

![NDSCS Pharmacy Technician — The Science of Success.]

What happens if I do not finish on time?   We do have a process for an extension.

Extension Process

An extension may be granted by the ND Board of Pharmacy for the Technician in Training Registration, When that extension has been granted NDSCS will continue the education process. If a student requires an extension

1. A request must be made to the Board of **Pharmacy in writing by the student outlining** the reason and or circumstances for the extension. It is helpful if the Pharmacist in Charge corroborates the need for an extension.
2. Once the extension of the Technician In Training Registration has been granted the STUDENT must provide NDSCS with proof of that extension.
    a. Fax the extension notification to the Pharmacy Technician Program 701.671.3404
3. **A $10 per month fee** will be assessed to the student for the extension.
    a. These require three departments to manually reset courses
    b. E college has monthly fees attached to the program-going over that time limit generates another fee.
4. When the above conditions have been met the e college platform will be re-opened for the student.

The Board of Pharmacy is requesting the following for an extension:
1) *Put the request in writing, explaining why you have not completed the program in the time allowed and why you think you can now;*

2) *Your Pharmacist preceptor must write a letter of support and be willing to assist you in meeting the requirements of the extension should one be granted.*

3) *Send proof – either the signed grade sheets for each of the modules you have completed or request confirmation from NDSCS of the modules you actually have completed – The "Gradebook page" will not fulfill this proof – as it does not prove any modules have ever been completed.*

GRADING
Since the modules are a noncredit program official grades are Pass and Unsatisfactory. To pass a module the student must earn a 75%.   This is an average of all assignments in the module. An official grade sheet will be sent to the student upon completion of the module. Students are REQUIRED to keep these in the event they need to provide proof of completion to their employer or the Board of Pharmacy.

PROCTORS
All students are required to have a proctor for exams. A guideline for choosing a proctor and a proctor form are included in this packet and can also be found on the e college website and the NDSCS Related Studies website. Please make sure you follow the guidelines when choosing your proctor. It may NOT be someone you work with or under. Sometimes proctors charge a fee that is one of the advantages of choosing a distance program like this.

Blackboard
We utilize Blackboard as our on line platform. All testing is done on this platform. Once your enrollment has been processed you will receive an email from the University System office with directions to claim your account and a temporary log in and password. You must use this information within a 2 week time frame to get into the system. Once you have claimed your account you will choose your own password. Please watch for this message. Ms. Davis in the Apprenticeship Office will mail you your packets of information, books and other information. All the packet information with assignments can be found in Blackboard. If you do not need a book from us you can simply print your own assignment sheets. Do not forget to pay for the module however. You will not get a grade until payment has been processed. Ms. Davis also sends out all passwords to the proctors and the proctor is the one that enters that password into the platform for you.

The Apprenticeship webpage is also the portal you can order modules and books through. You are free to order your books from whomever you choose. Please verify on the book order form the current text in use, edition and ISBN number to assure you have the correct text.

Ms. Davis in the Apprenticeship office is the contact person for the program materials. You will find her contact information on the order forms and the website.
Email: Tracy.Davis@ndscs.edu
Phone: 701.671.2787

Process:

1. **Complete and send in all PATSIM registration forms and other required forms from the Application packet.**
2. **Send your ACT scores or unofficial transcripts to NDSCS or Verification Form A. If you Math verification complete Math test on Blackboard with proctor.**
3. **Complete and mail Technician In Training Registration form to Board of Pharmacy** (*student must be enrolled in an ASHP accredited program to receive the Tech In Training registration. We notify the Board of Pharmacy when we have received the registration. You can send them the same day*)
4. **If your student has completed another education program that is NOT ASHP accredited, has several years' experience and passed the PTCB please see the Board of Pharmacy web site or call our office assistance in completing the process. Transferring Technician Credentials – Review Process** **https://www.nodakpharmacy.com/apps-forms.asp**

MODULE NUMBER	TITLE	SUGGESTED TIME	DATE COMPLETED
1.	Pharmacy Lab	2 weeks	
2.	Orientation to Pharmacy	2 months	
3.	Pharmaceutical Calculations	3 months	
4.	Medical Terminology	2 months	
5.	Human Structure/Function	2 months	
6.	Pharmacy Law/Ethics	1 month	
7	Pharmacology	3 months	
8.	Records/ Inventory Management	1 month	
9.	Pharmacy Practice includes: Community, Communication Skills, Medication Safety, Institutional Practice, Medication Reconciliation, Medication Therapy Management, Specialty Pharmacy Techs, Automation and the top 100 drugs	3 months	
10.	IV and Aseptic Products includes a lab	1 month	
11.	Chemical/Physical Pharmacy	1 month	

➢ Modules 1, 2 and 3 should be worked on concurrently.
➢ Remember the math pre-requisite for module 2.
➢ If you are working practice in which part of your job is preparing IV solutions you should complete this module right after you complete calculations.

The above is an aggressive timeline, about 20 months (if the first three are worked on at the same time) which gives the student time to complete the PTCB within their 24 months of Tech in Training.

STUDENTS: An official grade sheet will be sent to you upon completion of each module. Make sure you file those. You will need to provide them to the Board of Pharmacy for your Tech in Training Registration. Each registration is good for only one year, so you will have to renew it before you complete the program.

PATSIM ADMISSIONS CHECK LIST

All of the following MUST be submitted to NDSCS Pharmacy Technician Program for enrollment into the PATSIM program.

Reading/Writing Verification ONE of the following
Must be submitted

☐	ACT or COMPASS scores	Min. 18 ACT	Or equivalent
☐	Unofficial Transcript	College Composition Course or Dual Credit	
☐	Form A	Preceptor Verification	

MATH Verification

☐	ACT or Compass Scores	Min. 19	Or equivalent
☐	Unofficial Transcript	College Math Course Dual Credit Course	

APPLICATION PACKET

- ☐ Completed Application
  - ○ $35 Registration Fee
- ☐ Completed Agreement
- ☐ Completed Student Responsibility Agreement
- ☐ Completed FERPA Release
- ☐ Completed Proctor Forms

ADDITIONAL REQUIREMENTS TO COMPLETE
The student will receive an email containing
   ✓ *Login and passwords Blackboard*

Technician-In-Training Registration completed and sent to ND Board of Pharmacy