



Domestically Educated Pharmacy Graduate Registration Checklist

A domestically educated pharmacy graduate refers to a pharmacist graduate of a CCAPP-accredited Canadian Pharmacy Program who has never been registered nor licensed anywhere in Canada.

Step 1: Application Form and Requirements

Gather the following documents before signing up and creating a new profile in CPhM's [Registrant Portal](#):

1. Notarized copy of **two** pieces of government-issued identification; one of which must be Canadian and one of which must have a photo
 - The Notary Public within Canada must sign and include the following statement on the copy: **"The photo identification is a true likeness of (Applicant's FULL NAME printed)."**
 - If you had a legal **name change**, you must add your previous names on the form and attach a notarized copy of the document supporting this change (i.e. marriage certificate or name change certificate).
2. Record and Registry Checks
Please visit the [Record and Registry Checks](#) page for more information on the following:
 - a. Criminal Record Check with Vulnerable Sector Search
 - b. Adult Abuse Registry Check
 - c. Child Abuse Registry Check
3. Notarized copy of the CCAPP-accredited Canadian Pharmacy Program Graduation Certificate or Proof of Graduation sent directly from the CCAPP-accredited Canadian Pharmacy Program
4. Copy of your Pharmacy Examining Board of Canada (PEBC) Qualification Certificate or letter, once available. You must be registered and licensed within 3 years of successfully completing the PEBC Qualifying Exams.

Processing time:	7-10 business days
Fee(s): <i>See the Fee Schedule for more details.</i>	○ Application Fee ○ Initial Registration Processing Fee ○ Initial Pharmacist Licence Processing Fee

Step 2: Complete the 200-Hour Internship

***Note:** Step 3 can be completed before or concurrently with Step 2

1. Find a qualified preceptor and practice site.

You are responsible for finding a preceptor to oversee your post-graduation internship. If you have not found a preceptor yet, you can use CPhM's [Public Directory of Pharmacies](#) to search for a practice site.

2. Your chosen preceptor must meet the requirements listed on the [Preceptorship](#) page which also includes instructions on how to apply and where to submit it.
3. Complete the 200-hour post-graduation internship period, submit the required evaluation form(s), and receive a favourable recommendation from the preceptor.

Reference(s):

- [Internship Manual](#)

Preceptor approval processing time:	7 business days
Internship completion	Minimum 200 hours
Fee(s): <i>See the fee schedule for more details.</i>	None

Step 3: Successfully Complete the Jurisprudence Modules and Examination

***Note:** Step 3 can be completed before or concurrently with Step 2

1. Take the [Jurisprudence Modules and Examination](#)
 - Complete the Jurisprudence Modules
 - Submit the statement of completion for the modules
 - Book an appointment for your Jurisprudence Examination
 - Successfully complete the Exam

References:

- [Jurisprudence Examination](#)

Processing time:	JP Exam results received in 10 business days
Fee(s): <i>See the fee schedule for more details.</i>	• Jurisprudence Exam (Pharmacists) • Jurisprudence Modules (Payment made to University of Manitoba)

Step 4: CPhM Final Review and Approval

Once you have successfully completed all steps and have submitted the required forms and documentation, your documents will be reviewed by CPhM staff. You will receive a notice by email once your pharmacist registration and license have been approved.

The Registrar and/or the Board of Examiners retain the authority to consider each individual application on its own merits and to exercise discretion in setting additional conditions for that applicant, based on the individual particulars of that application.

Processing time:	7-10 business days
Fee(s): <i>See the Fee Schedule for more details.</i>	• Full Registered Pharmacist Licence Fee (January to December) OR • Full Registered Pharmacist Licence Fee (July to December)

Questions?

If you have any questions or concerns, please contact registration@cphm.ca.