



## International Pharmacy Graduate Registration Checklist

An international pharmacy graduate refers to a graduate of an international pharmacy program who has never been registered nor licensed as a pharmacist anywhere in Canada.

Applications are reviewed in the order they were received. Please note that CPhM processes a **maximum of five complete IPG applications each month**. If you have a potential Manitoba employer ready to hire you immediately, please follow the instructions located in the [Frequently Asked Questions section](#).

### Step 1: Pharmacy Examining Board of Canada (PEBC) Qualifying Examination

Successfully complete the [Pharmacy Examining Board of Canada \(PEBC\)](#) Qualifying Examination Parts 1 and 2. You must be registered and licensed with CPhM within three years of successfully completing the PEBC Qualifying Exams.

### Step 2: Language Proficiency

Please visit the [Language Proficiency | College of Pharmacists of Manitoba](#) page for the language proficiency requirements. The evidence of your language proficiency must be dated within two years of your CPhM application.

If you've already uploaded the results of your language proficiency testing to [Pharmacist's Gateway Canada](#), CPhM can access it directly from Gateway, and you do not need to re-submit it. If you qualify for a language proficiency waiver under sections 6 or 7 of the [Language Proficiency Requirements Policy](#), please ensure that the attestation forms are sent directly to CPhM by the educational institution or employer. Please see the Language Proficiency Policy FAQ for more information.

### Step 3: Application Form and Initial 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. Copy of your Pharmacy Examining Board of Canada (PEBC) Qualification Certificate or the letter you received from PEBC that shows your 5-digit registration number, whichever is available. You must be registered and licensed with CPhM within 3 years of successfully completing the PEBC Qualifying Exams.
  
4. Proof of meeting the language proficiency requirements
  
5. Letter of Standing from your current or most recent licensing authority
  - The letter must be mailed to CPhM directly from your current or most recent licensing authority(s) and be dated within 24 months.
  - If you cannot provide a letter of standing to satisfy this requirement, please provide a signed and notarized statement using the following template: [Letter of Standing Affidavit](#)

<b>Processing time:</b>	10-15 business days
<b>FEE(S):</b> <i>See the <a href="#">fee schedule</a> for more details.</i>	<ul style="list-style-type: none"> <li>• Pharmacist Application Fee</li> <li>• Initial Registration Processing Fee</li> </ul>

## Step 4: Complete the 600-Hour Internship

**\*Note:** Step 4 can be completed before or concurrently with Step 5

1. Find a qualified Preceptor and Practice Site.

*You are responsible for finding a preceptor to oversee your internship. If you have not found a preceptor yet, please use CPhM's [Public Directory for 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 600-hour internship program, submit the required evaluation form(s), and receive a favourable recommendation from the preceptor.

Reference(s):

- [Internship Manual](#)

<b>Preceptor approval processing time:</b>	7 business days
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<b>Internship completion:</b>	Minimum 600 hours (15 – 22 Weeks)
<b>FEE(S):</b> <i>See the <a href="#">fee schedule</a> for more details.</i>	Initial Pharmacist Licence Processing Fee

## Step 5: Successfully Complete the Jurisprudence Modules and Examination

**\*Note:** Step 5 can be completed before or concurrently with Step 4

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

### References:

- [Jurisprudence Examination](#)

<b>Processing time:</b>	JP Exam results received in 10 business days
<b>FEE(S):</b> <i>See the <a href="#">fee schedule</a> for more details.</i>	<ul style="list-style-type: none"> <li>• Jurisprudence Exam (Pharmacists)</li> <li>• Jurisprudence Modules (Payment made to University of Manitoba)</li> </ul>

## Step 6: 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 has 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 of that applicant, based on the individual particulars of that application.

<b>Processing time:</b>	10-15 business days
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<p><b>FEE(S):</b> See the <a href="#">fee schedule</a> for more details.</p>	<ul style="list-style-type: none"><li>• Full Registered Pharmacist Licence Fee (January to December)</li></ul> <p><b>OR</b></p> <ul style="list-style-type: none"><li>• Full Registered Pharmacist Licence Fee (July to December)</li></ul>
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**Questions?**

If you have any questions or concerns, please contact [registration@cphm.ca](mailto:registration@cphm.ca).