



South Carolina Department of Labor, Licensing and Regulation

## South Carolina Board of Pharmacy

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South Carolina Pharmacy Intern Students

## **In-State Practical Experience Requirements - Instructions**

*This form explains the total amount of practical experience hours you need overall and it provides you with instructions for the process of submitting those hours EACH year. Please read carefully.*

Pharmacy students are required to obtain the following amount of practical experience hours:

- **1,500 total hours of practical experience**
  - **500 internship hours (institutional or retail)** that you obtain on your own
  - **1,000 externship hours** which you obtain through your institution and they then report those hours
- There is **no minimum** number of hours/week.
- There is a **maximum of 40 hours/week**.
- Intern hours may be earned at any time.

Reporting of these 500 internship hours is the **responsibility of the intern** and should be submitted using the correct form(s) which are provided by the Board and are discussed below:

- A **Notification of Employment form** must be submitted to the Board office:
  - **Within ten days after the beginning of EACH calendar year (by January 10<sup>th</sup>)**
    - **Also, within ten days after the beginning of each new employment or if you move to a different facility within the same company. You will NOT receive credit for hours worked prior to the submission of a Notification of Employment. You may still submit this form after January 10<sup>th</sup>.**
    - If you remain with the same employer, at the same location, for the entire duration of your internship, you must **still submit** a Notification of Employment form at the **beginning of every calendar year** you are employed.
- The Board of Pharmacy must accept **Affidavits of Practical Experience form** from interns whose practical experience **occurred within the State of South Carolina**.
  - The affidavit must provide that the supervising pharmacist and the site of experience is licensed and in good standing with the board and that the internship falls within the criteria set by the board.
  - The affidavit must be **accompanied by a ten dollar (\$10) fee** to cover administrative costs associated with compliance with this proviso.
- If you are intending to report hours that you have earned **within another state** (i.e. NC) and not in SC, then

please refer to the **Out-of-State Affidavit of Practical Experience form** to determine the necessary process to submitting your hours.