



South Carolina Department of Labor, Licensing and Regulation
South Carolina Board of Pharmacy
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STATE CERTIFICATION REQUIREMENTS FOR PHARMACY TECHNICIANS

This form is intended to provide current registered pharmacy technicians with the information and requirements they must meet in order to become a state-certified technician.

No application or fee is required to become State-Certified. To become a South Carolina State-Certified Pharmacy Technician, applicants must:

1. Have a current S.C. Pharmacy Technician Registration
2. Have a high school diploma or final transcript and/or GED
3. Have passed the National exam for either PTCB or ExCPT
4. Complete a pharmacy technician training program accredited by the American Society of Health-System Pharmacists (ASHP)
5. Have 1,000 hours of practice in pharmacy under a licensed pharmacist

To check that your training program is accredited, visit the ASHP website:
<https://accred.ashp.org/aps/pages/directory/technicianProgramDirectory.aspx>

Mail the following documents to the S.C Board of Pharmacy

1. Copy of high school diploma or final transcript and/or GED
2. Copy of ASHP -accredited Pharmacy Technician Training certificate or diploma
3. Copy of current PTCB certificate or ExCPT certificate
4. Affidavit of Experience form documenting 1,000 hours of practice in pharmacy under a licensed pharmacist (form must be notarized)

If practical experience hours were obtained **OUT-OF-STATE**, the Pharmacist of the pharmacy(s) must submit a letter on company letterhead verifying total amount of work experience hours stating and including the following:

- Name of Pharmacy, address and permit/license number;
- Name of Pharmacist and license number, and;
- The time period that the work experience was obtained.

Once all documents are received and verified, your registration will be upgraded to show State-Certified Pharmacy Technician. You will receive a new copy of your registration.

The registration number and expiration date will remain the same.