

# GUIDELINES FOR THE PHARMACY TECHNICIAN APPLICATION:

## Technician Trainee Application (Not PTCB Certified)

1. Completed application with the requested documentation and fee listed below. \*
2. Proof of US Citizenship: (one of the following)
  - Birth Certificate
  - United States Issued Passport
  - Certification Of Birth Aboard Issued By The State Department
  - Naturalization Paper/Certificate Of Citizenship
  - Permanent Resident Card Or Alien Registration Receipt Card
  - Native American Tribal Record
  - IF YOU ARE NOT A US CITIZEN – You MUST Be Able To Provide Proof That You Eligible To Work In The United States: *Employment Authorization Card*
3. Proof of High School Graduation or Equivalent of High School: (one of the following)
  - High School Diploma
  - Copy Of Transcripts Showing Graduation Date
  - Statement From School District Or Board Stating You Graduated On A Specific Date
  - Statement From The Department Of Education Stating You Graduated On A Specific Date
  - GED Certificate
  - GED Test Results Showing That You Have Completed And Passed The Courses
4. Fee
  - \$46.00 (\$36.00 Application fee + \$10.00 wall certificate)
  - If applying by mail = check or money order
  - If applying in person = cash, check, money order, Visa, MasterCard, Discover, AmEx, Debit with a Visa or MasterCard Logo
  - If applying online = Visa, MasterCard Discover, AmEx, Debit with a Visa or MasterCard Logo

## Technician Application (PTCB Certified)

1. Completed Application with the requested documentation and fee listed below.\*
2. Proof of PCTB certification:
  - PTCB Certificate
  - PTCB Wall Card
  - Letter of Passing Score from PTCB
3. Proof of US Citizenship: (one of the following)
  - Birth Certificate
  - United States Issued Passport
  - Certification Of Birth Aboard Issued By The State Department
  - Naturalization Paper/Certificate Of Citizenship
  - Permanent Resident Card Or Alien Registration Receipt Card
  - Native American Tribal Record
  - IF YOU ARE NOT A US CITIZEN – You MUST Be Able To Provide Proof That You Eligible To Work In The United States: *Employment Authorization Card*
4. Fee
  - Pro-Rated – Please call board at 602-771-2727 for current fee
  - If applying by mail = check or money order
  - If applying in person = cash, check, money order, Visa, MasterCard, Discover, AmEx, Debit with a Visa or MasterCard Logo
  - If applying online = Visa, MasterCard Discover, AmEx, Debit with a Visa or MasterCard Logo

**\* Any misdemeanor or felony charges must be declared on the application and paperwork related to the charges must be submitted. Applications with charges will be approved at the discretion of the Deputy or Executive Director.**