



PRINCE EDWARD ISLAND COLLEGE OF PHARMACY

Member organization of National Association of Pharmacy Regulatory Authorities (NAPRA)

Pharmacy students must register with the PEI College of Pharmacy before commencing work in a pharmacy. Pharmacy students may not work unregistered as a pharmacy assistant.

****Students should note that applications for registration are not complete until all required documentation has been received and fees have been paid. ****

| Pharmacy Student Registration | | |
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| Documentation | What is Accepted? | Notes |
| <input type="checkbox"/> Application for registration | | Complete online through PEICP website |
| <input type="checkbox"/> Evidence of Identity | Passport, or birth certificate <i>and</i> government-issued photo ID | Must be presented to the PEI College of Pharmacy in person or notarized copies forwarded by mail. Marriage certificate or evidence of name change must be presented if the name on any document does not match the evidence of identity presented. |
| <input type="checkbox"/> Evidence of Enrolment in Pharmacy Program | Confirmation of enrolment from university or current transcript. | May be uploaded into member profile. |
| <input type="checkbox"/> Evidence of Personal Professional Liability Insurance | Policy Certificate | Policy must be in accordance with section 14 of the Pharmacist and Pharmacy Technician Regulations . Certificate may be uploaded into the member profile. In the interim, a paid receipt showing the expiry date of the policy and the policy amounts is accepted until the policy certificate is available. |
| <input type="checkbox"/> Evidence of CPR and First Aid Certification | Certificate | CPR and First Aid Requirements are set out in policy which can be found on the PEICP website. Certificate may be uploaded into to the member profile. |
| <input type="checkbox"/> Extended Police Check (EPIC) | Results of an EPIC | May be completed through the PEICP website and MyBackCheck.com or local law enforcement agencies and partners. If not completed through MyBackCheck.com, original document must be presented to PEICP office in person or notarized copy forwarded by mail. |
| <input type="checkbox"/> Preceptor/site Approval Form | Form completed by applicant and preceptor | Located in the member profile through PEICP website. |
| <input type="checkbox"/> Letter(s) of Standing | Letter of standing from all regulatory bodies where registration is or has been held | Letters sent directly to the PEICP office from other regulatory body. |