



State of North Dakota  
John Hoeven, Governor

BOARD OF PHARMACY  
OFFICE OF THE EXECUTIVE DIRECTOR  
P O Box 1354

Bismarck ND 58502-1354  
Telephone (701) 328-9535  
Fax (701) 328-9536  
E-mail= [ndboph@btinet.net](mailto:ndboph@btinet.net)  
[www.nodakpharmacy.com](http://www.nodakpharmacy.com)

Howard C. Anderson, Jr, R.Ph.  
EXECUTIVE DIRECTOR

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To: Registered Pharmacy Technicians-In-Training  
From: Howard C. Anderson, Jr., R.Ph.  
Executive Director  
RE: Registration

Enclosed is your Registered Technician-in-Training Card, which should be posted in the pharmacy if you are employed and an Identification Card. If you are employed in more than one location, contact the Board Office and Eileen can send you a duplicate for the other location. **This Registration is NOT transferable – if you change pharmacy / supervising pharmacist you MUST complete another Application for Registration as a Pharmacy Technician-in-Training.**

We encourage you to work through your Technician Training Program in a timely manner. If you have problems, please feel free to contact the Board Office and we will be happy to help as best we can.

We have placed an expiration date on your registration, this will expire in ONE year. You must renew your information and registration at that time. The Board has allowed *two years* for your completion of the program. Extensions to your training period must be granted by the Technician Training Program in Wahpeton in conjunction with the Board of Pharmacy. To renew go online and complete the Tech-In-Training Application, write **Renewal** at the top, attached the \$10 and send to the Board Office. Do this **Before** your current registration expires. **NO, you cannot renew this online – it must be done with a completed Application. Also fill in your Email Address Please.**

It is your responsibility to keep the Board current on your employment status and current address or any change in the original information provided to the Board.

***\*\* As soon as you receive your Certificate of Completion for the Training Program, go online and complete the Application for Registration, attach a copy of the Certificate, a photo and \$35.00 for Registration as a Pharmacy Technician.***

REMINDER: IT IS YOUR RESPONSIBILITY TO RENEW YOUR REGISTRATION

**\*\*I CANNOT STRESS THIS ENOUGH – IT IS YOUR RESPONSIBILITY TO KEEP US CURRENT – NAME, ADDRESS, EMPLOYMENT ETC. GO ONLINE AT [WWW.NODAKPHARMACY.COM](http://WWW.NODAKPHARMACY.COM)**