



2021 Candidate Application Bulletin

NAPLEX® NAPLEX® NAPLEX

Mission Statement of the National Association of Boards of Pharmacy

NABP is the independent, international, and impartial Association that assists its member boards in protecting the public health.

Vision Statement

Innovating and collaborating today for a safer public health tomorrow.

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The information in the NAPLEX/MPJE Candidate Application Bulletin (this Bulletin) is not a contract. The policies and procedures specified in this Bulletin are subject to change without notice.

This *Bulletin* is provided to guide you through the key steps in applying for eligibility, purchasing, and sitting for the North American Pharmacist Licensure Examination[®] (NAPLEX[®]) and the Multistate Pharmacy Jurisprudence Examination[®] (MPJE[®]) as well as how to transfer and retrieve exam results.

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NAPLEX[®] NPLE

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WHAT IS THE NAPLEX?

The North American Pharmacist Licensure Examination[®] (NAPLEX[®]) is an examination owned and developed by NABP for use of the boards of pharmacy to consider candidate exam results for the purposes of licensure eligibility.

The NAPLEX is designed to evaluate general practice knowledge and is taken by recent graduates of Accreditation Council for Pharmacy Education (ACPE)-accredited entry-level pharmacy schools shortly after they receive their degree as well as foreign-educated pharmacists who have earned their Foreign Pharmacy Graduate Examination Committee[™] (FPGEC[®]) Certification.

NABP's member boards have access to examination results to ensure that licensure applicants meet the minimum competency standards as determined by the states.

Examination Format

The NAPLEX is a 6-hour exam composed of 225 questions that are delivered in a computerized, fixed form. Of the questions, 200 will be used to calculate your exam results. The remaining 25 are pretest questions distributed throughout the exam and administered so they can be evaluated for possible inclusion in future examinations – you will not know which questions will affect your exam results.

The majority of questions are asked in a scenario-based format. To properly analyze and answer the questions presented, you will need to refer to the information provided in a patient profile or medical record. You may be prompted to scroll and navigate the profiles and medical records so that no information will be overlooked to answer the question. You will be unable to proceed to the next question until you have completed the scrolling. Interspersed among these questions are stand-alone questions that can be answered from information provided in the question and are not related to a scenario.

You must answer all questions in the order in which they are presented, and you may not skip a question. You cannot go back and change answers once you have confirmed your answer choice and moved to the next question.

During the examination, you may take two optional 10-minute breaks. The computer will prompt you at programmed, timed Additional resources, including competency statements and sample items, are available at <u>www.nabp.pharmacy</u>.

intervals to let you know when you can take a break. The total appointment time is 6 hours and 40 minutes to allow time to read and agree to the confidentiality/non-disclosure agreement, read the tutorial, take optional breaks, and take the postexam survey. You may take unscheduled breaks, but any time used for unscheduled breaks will count against your total time allotted for the exam.

See the Exam Results and Other Outcomes section for details on the NAPLEX results process.

Attempts Limit

Candidates have a maximum of 5 attempts to pass the NAPLEX unless a board of pharmacy determines otherwise.

Mandatory Waiting Period

There is a 45-day waiting period after a failed attempt to take the NAPLEX.

Three-Attempt Limit

The waiting period policy also limits candidates to a maximum of 3 attempts per 12-month period. If you fail the NAPLEX 3 times in a 12-month period, you must wait at least 12 months from the first attempt to reapply and begin the application process again.

Retakes

To retake the NAPLEX, candidates must start the application process again. This includes paying the application fee of \$100. Once eligibility is granted by the board, a new examination fee of \$475 will be required. Eligibility must be reconfirmed by a board of pharmacy. Candidates will not receive a new Authorization to Test (ATT) to schedule an exam until the waiting period has ended. Some jurisdictions require a longer waiting period. If you are testing for such a jurisdiction, the longer waiting period applies.

WHAT IS THE MPJE?

The Multistate Pharmacy Jurisprudence Examination[®] (MPJE[®]) is an examination owned and developed by NABP for use of the boards of pharmacy to consider candidate exam results for the purposes of licensure eligibility, including licensure transfer.

The MPJE is designed to assess candidates' application of laws and regulations for specific states/jurisdictions and is taken by recent graduates of ACPE-accredited pharmacy schools shortly after they receive their pharmacy degree, licensed pharmacists seeking to practice in other jurisdictions, and pharmacists who have achieved FPGEC Certification.

You must take the MPJE for each participating state/jurisdiction in which you want to be licensed. There is a unique MPJE developed for each state/jurisdiction. Before you purchase your exam(s), check with the board(s) of pharmacy to make sure the MPJE is required for initial licensure and/or license transfer in the state/jurisdiction.

Some states/jurisdictions may require you to take the MPJE before you submit your Electronic Licensure Transfer Program[®] (e-LTP[™]) application. Contact your state board of pharmacy to verify this requirement. More details are provided in the Licensure Transfer section of the NABP website.

NABP's member boards have access to examination results to ensure that licensure applicants meet the minimum competency standards as determined by the states.

Examination Format

The MPJE is a 2.5-hour exam composed of 120 computer-based questions. The exam uses adaptive technology to deliver selected-response questions. Of the questions, 100 will be used to calculate your exam results. The remaining 20 are pretest questions distributed throughout the exam and administered so that they can be evaluated for possible inclusion in future examinations – you will not know which questions will affect your exam results.

You must answer all questions in the order in which they are presented, and you may not skip a question. You cannot go back and change answers once you have confirmed your answer choice and moved to the next question.

There are no scheduled breaks for the MPJE. The total appointment time is 3 hours to allow time to read and agree to the confidentiality/nondisclosure agreement, read the tutorial, and take the post-exam survey. You may take unscheduled breaks, but any time used for unscheduled breaks will count against your total time allotted for the exam.

Additional resources, including competency statements and sample items, are available at <u>www.nabp.pharmacy</u>.

See the Exam Results and Other Outcomes section for details on the MPJE scoring process.

Attempts Limit

Candidates have a maximum of 5 attempts per jurisdiction to pass the MPJE unless a board of pharmacy determines otherwise. For example, a candidate may attempt to pass the MPJE in one jurisdiction 5 times and may also have 5 attempts in a second jurisdiction.

Mandatory Waiting Period

There is a 30-day waiting period after a failed attempt to take the MPJE.

Retakes

To retake the MPJE, candidates must begin the application process again, including paying the \$100 application fee. Once eligibility is granted by the board, a new examination fee of \$150 will be required. Eligibility must be reconfirmed by a board of pharmacy and candidates will not receive a new ATT to schedule an exam until the waiting period has ended. Some jurisdictions require a longer waiting period. If you are testing for such a jurisdiction, the longer waiting period applies.

PRE-NAPLEX[®] PRE-MPJE[™]

Prepare for the NAPLEX® or MPJE® with the only practice exams using past questions.

NEED TO TAKE A **PRACTICE EXAM?**

Purchase in e-Profile. www.nabp.pharmacy/e-Profile

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HOW TO APPLY

Step 1: Read this *Bulletin* and Determine Licensure Requirements

Carefully read this *Bulletin* in its entirety to be sure you understand the process and expectations for examination candidates. You should also make sure that you understand the requirements for licensure in the jurisdiction(s) to which you plan to submit your exam results. A good way to get started is to check <u>your board of pharmacy's website</u>.

If you have questions about any step of the eligibility application or examination purchase process, review the Additional Exam Procedures section of this *Bulletin* and the Help section of the NABP website at <u>www.nabp.pharmacy/help</u>.

Step 2: Apply for Eligibility and Pay Application Fee



If you are a student, you probably have an NABP e-Profile from your Pharmacy Curriculum Outcomes Assessment® (PCOA®) registration. If you forgot your password, use the Forgot Password link and reset it. If you no longer have access to the email address associated with your account, contact NABP Customer Engagement for help.

If you do not already have an NABP e-Profile, follow the <u>instructions</u> on NABP's website to create one. Verify that your name in your e-Profile exactly matches the name on the primary and secondary IDs that you will use to be admitted to the testing center (see the Taking Your Exams section for name matching requirements). To update your e-Profile, follow the instructions in the Help section of the NABP website.

Prior to applying to take the NAPLEX or the MPJE, you need to have graduated from an ACPE-accredited entry-level school or have earned FPGEC Certification.

NABP offers a discount for US Armed Forces members, veterans, and their spouses. If you qualify, you should request the discount before applying to take the NAPLEX or the MPJE. See the Additional Exam Procedures section for details about qualifications and how to request a discount.

To apply for an exam, log in to your NABP e-Profile and follow the instructions. Be sure to choose the primary jurisdiction where you will be seeking licensure. If you are taking the MPJE, you have the option to apply for exams for multiple jurisdictions. The boards of pharmacy determine a pharmacy graduate applicant's eligibility to sit for an exam for licensure, with the exception of jurisdictions for which NABP processes and confirms eligibility for their applicants. **Eligibility periods are typically good for one year. NABP does not have authority to extend eligibility for candidates.**

The nonrefundable application fee is \$100 for the NAPLEX and \$100 per jurisdiction for the MPJE, and must be paid when you apply. The application fee does not include the exam fee, and the exam may only be purchased once you have been made eligible and after your official transcript is received from your school of pharmacy.

Transcript Requirements for New Graduates

If your graduation date is in 2020 or later, you will need to have a transcript (that includes the degree conferral date) received and verified by NABP in order to purchase your exam(s). Even if you already had your transcripts sent to the board of pharmacy, you will still need to have your transcripts sent to NABP.

	Request school to send official transcript to NABP	Apply for NAPLEX/MPJE in e-Profile and pay \$100 fee	Pay \$85 per jurisdiction processing fee during NAPLEX/MPJE application process	Request school to send official transcript to board of pharmacy
*Seeking licensure in CO, KY, ME, MI, NE, RI, UT	\checkmark	\checkmark	\checkmark	
Seeking licensure in Oregon	\checkmark	\checkmark	\checkmark	\checkmark
Seeking licensure in all other states/ jurisdictions	\checkmark	\checkmark		Check with board(s) of pharmacy

*If you are seeking licensure for any of these jurisdictions, including via score transfers, you will need to pay an additional nonrefundable processing fee of \$85. This fee covers processing for both the NAPLEX and MPJE for one jurisdiction and is valid for a one-year period starting with the date of the initial application. If you have not passed your exam within the stated eligibility period, you will forfeit the processing fee and will be required to submit a new processing fee if you wish to still take the exam(s).

Requesting Official Transcripts to Be Sent to NABP

After you graduate and before you will be able to purchase your exam(s), you must request that your pharmacy school send official transcripts to NABP. Transcripts submitted directly by the candidate do not meet the criteria for verifying education.

- Official transcripts may be sent by the school electronically at transcripts@nabp.pharmacy, or
- Official transcripts may be mailed from the school to NABP and must be in a sealed envelope bearing the school's stamp/seal on the envelope flap. See Contact Information for the NABP mailing address.

If you are granted eligibility to test by the board of pharmacy before your transcript is received and verified by NABP, the purchase exam link in your e-Profile will not work and will be grayed out. Allow 10 days from the time of receipt by NABP for your transcript to be processed.

Discrepancies between your NABP e-Profile personal information and your official transcript may lead to deficiency notices and require a resubmission of your transcript.

Some schools and colleges of pharmacy send transcripts for an entire graduating class directly to NABP. Students at these schools will be able to purchase their exam once eligibility is granted by the board of pharmacy because their education will have already been verified by NABP. You can check the status of your transcript by logging in to your NABP e-Profile.

After your transcript has been processed and your education verified by NABP, the purchase exam link in your e-Profile will be active. You may then click on the link to complete the purchase exam process.

More information is available in the <u>Help section</u> of the NABP website.

How do I request ADA testing accommodations?

NABP abides by all applicable federal and state statutes relating to people with disabilities.

To ensure the security and integrity of its examinations, all testing accommodation requests under the Americans with Disabilities Act (ADA) will be evaluated by NABP first, and then evaluated by the board of pharmacy, as applicable.

To submit an accommodation request, please download and complete the <u>Request for Testing Accommodations form</u>. Upload the completed form and supporting documentation in your NABP e-Profile during the online application process and review the <u>NABP Privacy Policy</u> on the NABP website. If you do not upload your form at this time, your request may be delayed. Testing accommodations will be made only with the authorization of NABP. Add securebox@nabp.pharmacy to your email contact lists to ensure you receive communication about your request.

Review the <u>Pearson VUE Comfort Aid List</u> for items that do not require preapproval but do require a visual inspection before they are allowed into the testing room.

Candidates approved for testing accommodations by NABP must schedule their examination appointments by contacting Pearson VUE's customer service by phone (see the Contact Information section at the end of this *Bulletin*).

Failure to schedule for accommodations with a Pearson VUE representative will result in accommodations not being available to the candidate at the testing center. It is candidates' responsibility to appropriately schedule their testing appointments; any instances where the procedure has not been followed will result in the forfeiture of the testing opportunity and examination fee.

Candidates who elect to test without their approved accommodations are advised that adjustments will not be made to the exam results.

If you wish to cancel your ADA request, please contact NABP Customer Engagement at 847/391-4406 or help@nabp .pharmacy.

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Candidates Seeking Licensure in the District of Columbia and Virginia

Upload the completed accommodation request form and supporting documentation in your NABP e-Profile during the online application process. Please also visit the appropriate board of pharmacy website to ensure that you understand specific requirements for the state/jurisdiction, including the provision of state-specific documentation, if any. Your completed form, supporting documentation, and state-specific documentation will be reviewed by the board of pharmacy and NABP. NABP will contact you after the review of your request is completed. Candidates whose requests have been approved may schedule their testing appointment with Pearson VUE.

Step 3: Purchase the Exam

Once your eligibility has been granted, the purchase link will become available in your e-Profile. NABP strongly recommends that you purchase your exam(s) as soon as you are granted eligibility. Purchasing Score Transfers is an option during this process (see NAPLEX Score Transfers).

The fees are:

NAPLEX	\$475
MPJE	\$150 per jurisdiction

You will not be able to purchase an exam if you have 10 or fewer business days remaining in your eligibility period.

After your payment is processed, you will receive (via email) your ATT, which you will need to schedule your examination appointments. Make sure that your name on the ATT letter exactly matches the name on both IDs you will use for admission to the testing center (see Correcting Your Name in Your E-Profile/Updating Your E-Profile With a Legal Name Change).

Your ATT letter includes your name, eligibility dates for the examination, instructions for scheduling your testing appointment, and other information. Your ATT is valid for only one testing session. Please verify the accuracy of the information on your ATT letter.

If you do not receive your ATT letter, check your spam or junk mail folders. If you still do not have access to your ATT, contact Pearson VUE customer service (see Contact Information section).

Step 4: Schedule Your Examination

The NAPLEX and the MPJE are administered by Pearson VUE at Pearson Professional Centers, available in all 50 United States, US territories, and the District of Columbia. NABP strongly recommends scheduling your exam(s) as soon as you have received your ATT letter by email. If your eligibility period expires prior to scheduling an examination appointment, you will forfeit all fees and must begin the application process again, including paying the application and examination fees.

Scheduling Options

- **Online:** You may schedule an examination at a testing center through the Pearson VUE website. Follow the instructions on the page to set up a Pearson VUE online account and select your preferred testing location, date, and time. This option is not available if you are testing with approved ADA accommodations.
- **Phone:** Contact Pearson VUE customer service (see Contact Information section). If you schedule by phone, you will be asked to verify your identity and to confirm which NABP examination you have been authorized to take. If you have been approved for any ADA accommodations, you will need to schedule your appointment by phone.

Scheduling Confirmation

You will receive a confirmation email from Pearson VUE confirming the details of your appointment once it has been scheduled. Directions to your test center and instructions and policies for rescheduling and canceling your examination appointment will also be provided in the message.

Make sure all personal information on your confirmation email is correct and that your name exactly matches the name on the IDs you will present at the testing center.

TAKING YOUR EXAMS

Arrive Early

Arrive at least 30 minutes before your scheduled appointment time to allow for check-in procedures. Most candidates will begin their testing session within 30 minutes after their scheduled appointment time. In the event that you must wait more than 30 minutes after your scheduled appointment time, you will have the option to continue waiting or to reschedule your appointment at no additional charge.

If you arrive at the test center more than 30 minutes after your scheduled appointment time, you may be denied admission and will be required to forfeit your appointment and all fees. There will be no refund.

Bring Identification

You will be required to present two forms of ID:

- A photo ID that includes your signature
- A second form of ID with a signature

You will not be admitted to the testing center without acceptable IDs.

Name on ATT	Name on ID	Acceptable?
John D. Smith	John David Smith	Yes
John David Smith	John D. Smith	Yes
John D. Smith, Jr	John David Smith, Jr	Yes
John David Smith, Jr	John D. Smith, Jr	Yes
John David James Smith	John D. J. Smith	Yes
John D. Smith Cooper	John David Smith Cooper	Yes
John D. Smith	John J. Smith, Jr	No
John David Smith, Jr	John David Smith	No
John Smith	John David Smith	No
John D. Smith	John Smith	No
John David Smith	John Smith	No
John D. Smith	John D. Smith Cooper	No

The printed name on both your primary and secondary forms of ID must exactly match the name as it appears on your ATT letter; this includes first name, middle name, last name, and suffix. The name on your ATT letter is the same name you entered when creating your NABP e-Profile. After receiving your ATT letter, review and make sure that your name exactly matches the name on the IDs you will present at the testing center.

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Unacceptable ID is the primary reason candidates are turned away from taking their exam at the testing center. Some flexibility is allowed for middle names and initials. For example, it is acceptable for your ID to contain your full middle name and your ATT letter to contain only your middle initial, as long as the middle initial matches the first letter of your middle name. See the table on the previous page for examples of acceptable and unacceptable name matching combinations.

Updating Your e-Profile With a Name Change

If you realize that the name on your ATT does not match your IDs, or if you change your name (such as due to marriage or divorce), you must have your name updated with the board of pharmacy and with NABP at least 5 business days prior to your scheduled examination appointment.

To update your name with NABP (including middle name, last name, full name), log in to your e-Profile, click on My e-Profile Information, and follow the instructions to submit documentation.

To update your name with a board of pharmacy, contact the board directly.

Acceptable Forms of ID

To be admitted to the testing center, you must present one primary form of ID and one secondary form of ID as listed below. IDs must be actual US or Canadian government-issued IDs (not a copy), current (not expired), valid, and contain a recent, recognizable photograph and your signature. The only exceptions are US and Canadian government-issued military IDs, which may contain a signature or thumbprint.

Only Acceptable Primary Forms of ID

- US or Canadian* passport
- US or Canadian* driver's license (including those that state "Not for Federal Identification Use")
- Secretary of State-issued US state ID
- US or Canadian* temporary ID (see requirements below)
- US or Canadian* military ID

Only Acceptable Secondary Forms of ID

- All acceptable primary forms of ID
- US or Canadian* passport card
- Valid debit/credit/ATM cards

Unacceptable Forms of ID

- Any form of expired ID, including passports and driver's licenses
- Draft classification card
- Employee ID
- Firearm owner ID card
- Foreign passports, driver's licenses, or ID cards

*Primary or secondary forms of Canadian IDs must meet all requirements of the approved primary and secondary list. If you plan to use a Canadian ID, you must inform NABP by emailing <u>CompAssess@nabp.pharmacy</u> at least 5 business days prior to your scheduled appointment for approval.

- Green card
- IDs with no photo
- School ID
- Social Security card

Temporary ID Requirements

All temporary forms of ID must meet the requirements listed above and must be the actual government-issued temporary ID. It may be paper or another form, but it may not be a copy. It must be current, valid, and contain a recognizable photograph with your signature. A secondary form of ID will still be required.

Acceptable forms of temporary ID include:

- State-issued temporary driver's licenses
- Secretary of state-issued temporary ID cards

Follow Security Procedures

All candidates will be required to have palm vein scans, provide their digital signature, and have digital photographs taken

prior to being admitted to the testing room.

Palm vein scans require using a device to digitally record the pattern of your palm veins. Your palm vein patterns are kept secure and are digitally encrypted before being securely transmitted to Pearson VUE. Please review the Biometric Failing to follow any of these policies during the examination appointment or breaks may cause you to be suspended from the exam and/or your exam result may be invalidated.

Information Policy that is posted in the NABP Terms & Policies section of the NABP website.

If you are physically unable to provide a digital signature or palm vein pattern, you must contact NABP at least 30 days prior to your exam date.

Remain Seated

Once you are admitted, the test center administrator will escort you to a workstation. From this point on, you must remain in your seat except when authorized to leave by a test center administrator. After being admitted, you may not leave the testing room without permission and, you may not leave the test center building for any reason until the exam is completed.

Supplies Provided

The administrator will provide you with an erasable note board and pen or scratch paper and pen that can be used during your exam. You may not remove these materials from the testing room at any time or for any reason. Using your own scratch paper and/or pen is prohibited, and you will not be allowed to take these items into the testing room.

For the NAPLEX, an on-screen calculator can be activated during the exam for your use. The on-screen calculator can be used in a scientific or 5-function mode. Please note that many of the calculations on the NAPLEX will require an on-screen

scientific calculator. A candidate requesting a handheld calculator for any reason will only be supplied with a 5-function calculator. A calculator is not required for the MPJE, and Pearson VUE staff will not provide a scientific calculator at the testing center if requested.

You may not bring a personal calculator of any kind into the testing room.

Notify Pearson VUE Staff of Problems

If you need help for any reason during your appointment, raise your hand and notify a testing administrator.

Examples include:

- Computer malfunctions
- Note board or pen replacements
- Break requests

Completing Your Exam

When you have completed your exam and/or the end-of-exam survey, the test administrator will collect your note board and pen and assist you with the check-out process.

Test Center Restrictions

NABP recommends that you leave all unneeded personal items at home. Secure storage for personal items is not guaranteed and may be limited. You will be required to leave all personal belongings, including prohibited items, outside the testing room (see below).

In addition, all candidates are required to adhere to the following policies.

- No reference, study, or other materials may be brought into the testing center.
- Candidates will not be allowed to take anything into the testing room at the Pearson Professional Center other than those items given to them by the test center administrator and their ID documents (eg, passport, driver's license).
- Prohibited items will not be allowed into the testing room. Prohibited items include, but are not limited to, the following:
 - » All electronic or digital devices, including activity wristbands, calculators, computers, e-readers, pagers, tablets, and watches
 - » Beverages or food of any kind
 - » Books or study materials
 - » Briefcases, backpacks, computer bags, or any other carrying bag
 - » Cameras and recording devices, including glasses or any other garment or device with a camera and/or microphone
 - » Handbags, purses, or wallets
 - » Mobile phones of any kind
 - » Miscellaneous contents of pockets such as loose change, or car keys
 - » Outerwear such as coats or hats
 - » Weapons

During breaks, you may access food, beverages, handbags, purses, wallets, money, medication, or specific items from the





Reference or study materials



Smartphones, fitness bands, handbags/purses, and wallets



Food and beverages



Miscellaneous contents of pockets such as loose change or car keys



Cameras and recording devices, including glasses or any other garment or device with a camera and/or microphone



Outerwear such as coats or hats



Briefcases, backpacks, computer bags, or any other carrying bag



Weapons

you may access food, beverages, handbags/purses, and wallets during breaks

Pearson VUE Comfort Aid List outside the testing room.

Once you are checked in, do not leave the test center building during the examination appointment or scheduled/ unscheduled breaks, regardless of reason.

Once you are checked in, do not access your cell phone or any other prohibited items until you complete the exam and leave the test center.

You may not smoke or vape in the testing room or testing center.

Friends or relatives will not be permitted to wait in the test center or test room during your admission process or during your examination.

Do not:

- leave the testing room without permission,
- leave the testing center building, regardless of reason, or
- participate in any other misconduct during the exam, as described in this Bulletin.

Misconduct

Individuals are expressly prohibited from engaging in misconduct at all times in connection with the NAPLEX, MPJE, or FPGEE including exam questions, answers, question format, profiles, or scenarios (individually or collectively "Exam Content"). Misconduct in connection with Exam Content or the NAPLEX, MPJE, or FPGEE includes, without limitation, the following:

- Selling
- Offering
- Disclosing
- Making available any portion or the entirety of Exam Content
- Transmitting
- Copying
- Reproducing
- Requesting
- Purchasing
- Receiving, acquiring, or utilizing Exam Content without specific NABP authorization
- Attempting, arranging, or having an individual take an examination for you
- Attempting, arranging, or taking the examination for another individual

Misconduct in connection with any NABP examination or Exam Content is prohibited at all times, including prior to applying, scheduling, taking the examination, during an examination, or after an examination appointment, as described in this *Bulletin*.

Misconduct can involve individuals, candidates, or groups of individuals or candidates such as classmates, coworkers, friends, family, study groups, organizations, or entities. Individuals or groups of individuals who engage in any of the misconduct described in this or any other exam bulletin may be subject to one or more of the actions listed in the Actions subsection of this *Bulletin*.

Misconduct During an Exam

The examination appointment session begins when the candidate is checked in to the test center, includes scheduled and non-scheduled breaks, and ends when the candidate is dismissed from the testing center. Examples of misconduct during the examination appointment include, but are not limited to:

- Attempting to take the examination for someone else or taking the examination for someone else
- Attempting to have someone else take the examination for you or having someone else take the examination for you
- Taking the examination for any purpose other than determining the eligibility for licensure, unless otherwise approved by NABP and the board(s) of pharmacy
- Accessing a cell phone or any other electronic communications devices
- Using notes, books, reference material, or other aids
- Attempting to aid an individual or receive aid to complete the exam
- Bringing any materials, devices, or items to the examination appointment session that may compromise the security
 or validity of the administration
- Failing to follow an administrator's instructions
- Creating a disturbance of any kind
- Removing or attempting to remove the test center scratch paper, note boards, writing materials, or the like
- Copying, memorizing, or removing exam content
- Tampering with the operation of the computer or attempting to use it for any function other than taking the examination

- Leaving the testing room without permission
- Leaving the testing center building for any reason
- Selling, offering, disclosing, transmitting, copying, reproducing, requesting, purchasing, receiving, or utilizing without specific NABP authorization, or making available any portion or entirety of the exam content in any form.

Individuals who engage in any misconduct as described in this section or who exhibit any of the behaviors described in this section may be subject to one or more of the actions listed below under Actions.

Actions

If NABP obtains information that an individual has engaged in any misconduct as defined in this *Bulletin*, NABP, in its sole discretion, may take one or more actions including, but not limited to:

- Placing a hold on the individual's ability to schedule an examination appointment
- Placing a hold on the individual's ability to apply for an examination
- Suspending the test administration
- Forfeiting all testing fees
- Terminating the test administration
- Withholding the reporting of an examination result or invalidation of an examination result as described in this Bulletin
- Notifying one or more boards of pharmacy or state or federal law enforcement agencies.
- Initiating or participating in civil criminal, and/or administrative proceedings against the individual that may result in civil penalties, criminal punishments, and/or disciplinary action, including denial of licensure or licensure revocation by one or more board(s) of pharmacy

NABP reserves the right to share with one or more boards of pharmacy or law enforcement authorities, information concerning an individual's misconduct or the withholding or invalidation of a candidate's NAPLEX, MPJE, and/or FPGEE results, or FPGEC certification.

Unusual Testing Circumstances

In the rare event that a problem arises in the administration of an exam, it may affect an individual or group of test takers. These problems include, without limitation: power failures, defective equipment, or other disruptions of the exam administration such as natural disasters and other emergencies.

If circumstances require you to wait more than 30 minutes and you have already started the testing session you will be given the option to either reschedule an appointment with Pearson VUE or to continue testing after the problem is resolved. If you choose to reschedule an appointment, the required waiting period applies, but that session will not be counted as an examination attempt. If you choose to continue testing after the problem is resolved, you will have no further option to reschedule. Your test results will be processed in accordance with standard procedures, and that session will be counted as an examination attempt.

When these unusual circumstances occur, Pearson VUE will investigate to provide information about the matter to NABP. Based on this information, NABP, at its sole discretion, may decide not to evaluate the test, may withhold the reporting of the exam results while NABP reviews the matter, or invalidate the exam results. Affected test takers will be notified of the reason for the invalidation and their options for retaking the test.

Inclement Weather

If a testing center closes because of inclement weather, Pearson VUE will attempt to contact the candidate to reschedule the appointment; however, it is the responsibility of the individual candidate to contact Pearson VUE to determine if the test center is open and/or to reschedule his or her appointment.

If the Pearson Professional Center where the candidate is scheduled to test is open and the candidate does not keep his or her scheduled appointment, the candidate forfeits all fees and no portion of the examination fee will be refunded. Resitting fees may apply.

EXAM RESULTS AND OTHER OUTCOMES

NAPLEX Results

Your exam results will be reported as either Pass or Fail - you will not receive a scaled score.

By applying to take the NAPLEX, you authorize NABP to release your exam results to your designated board of pharmacy. NABP will forward your exam results to the board from which you are seeking licensure, as well as to any jurisdiction that you have requested to receive your results by NAPLEX score transfer, unless NABP has withheld or invalidated your exam results, as described in this *Bulletin*.

Only the individual boards of pharmacy have the authority to issue a license to practice pharmacy. NABP posting a passing exam result does not constitute a license to practice pharmacy. Boards will not accept examination results posted online via your NABP e-Profile for purposes of score transfer or obtaining licensure. Online exam reports are for candidate use only.

The NAPLEX is the means by which boards of pharmacy assess the competence of candidates for licensure. Any other use of individual NAPLEX results is inappropriate and not condoned by NABP.

If you do not complete the examination, all unanswered questions on the NAPLEX will be scored as incorrect. It is in your best interest to complete the examination to achieve an optimum result.

The NAPLEX passing standard has been established by a panel of pharmacy experts, and the ability level that defines the passing standard is the same for all NAPLEX administrations.

You may receive exam results or an official exam report for the NAPLEX directly from your board of pharmacy/depending on your primary jurisdiction that issues your license.

Official exam reports for candidates who receive a failing exam result on the NAPLEX will include a section which indicates their relative performance in each of the 6 major competency areas.

Because of the secure nature of the NAPLEX, no review of the test questions is allowed.

Specific questions about NAPLEX results evaluation should be emailed to CompAssess@nabp.pharmacy.

MPJE Results

Your exam results will be reported as either Pass or Fail - you will not receive a scaled score.

By applying to take the MPJE, you authorize NABP to release your exam results to your designated board of pharmacy. NABP will forward your exam results to the board from which you are seeking licensure, unless NABP has withheld or invalidated your results, as described in this *Bulletin*. Only the individual boards of pharmacy have the authority to issue a license to practice pharmacy. NABP posting a passing exam result does not constitute a license to practice pharmacy. Boards will not accept examination results posted online via your NABP e-Profile for purposes of score transfer or obtaining licensure. Online exam reports are for candidate use only.

The MPJE is the means by which boards of pharmacy assess pharmacist licensure candidates' knowledge of pharmacy jurisprudence. Any other use of individual MPJE results is inappropriate and not condoned by NABP.

To receive an MPJE exam result, you must have completed at least 107 questions on the examination.

Candidates completing fewer than 107 questions will not have their exam result reported. Candidates who complete at least 107 questions, but fewer than 120 questions, will have a penalty applied and their exam result adjusted to reflect the number of questions that remained unanswered, which may have an effect on exam results. It is in your best interest to answer all questions presented.

Because of the secure nature of the MPJE, no review of the test questions is allowed.

The MPJE passing standard has been established by a panel of pharmacy experts, and the ability level that defines the passing standard is the same for all MPJE administrations.

You may receive exam results or an official exam report for the MPJE directly from the boards of pharmacy, depending on the jurisdiction that issues your license.

Specific questions about MPJE results evaluation should be emailed to CompAssess@nabp.pharmacy.

Rescore Process

If you believe that your exam results are not accurate, you may request a review by purchasing a rescore. It is extremely unlikely that your exam results will be changed as a result of the review process.

You may request a rescore of either exam after the results are released to the board(s) of pharmacy within 60 days of the exam date. Log in to your e-Profile to submit the request by selecting the Purchase Rescore option under the Application History tab.

There is a \$200 rescore fee for each exam.

You will be informed via email of the results of the rescore within 4 weeks. You will be unable to cancel the request once you purchase the rescore. There are no refunds for rescore requests.

The rescore process includes a manual inspection of the examinee's test session, which includes, but is not limited to, the following: answer patterns, time spent to respond to items, performance on scored versus non-scored items, and performance on various item formats. Upon verification that the exam was delivered as intended and that no technical anomaly occurred during the test session, the candidate's score is recomputed via an independent scoring tool. The rescore process does not include the review of item content.

Exam Results Hold/Psychometric Review Process

On occasion, exam results are placed on hold for further evaluation. Exam results may be subject to a hold as part of NABP's routine quality control and assurances processes. Exams are evaluated to ensure compliance with delivery and scoring models.

Exam results may also be held due to an incident at the testing center or an observed difference in a candidate's performance on 2 or more examination attempts, or if a candidate's exam result is unusually low. In the event of an exam result hold related to candidate misconduct, NABP will notify the respective board of pharmacy and the candidate within 7 business days. Should you receive notification of an exam hold, there will be explicit instructions regarding the action that you need to take in order to respond to NABP's inquiries. All inquiries regarding exam result holds should be addressed to <u>CompAssess@nabp.pharmacy</u>.

Exam Results Withholding or Invalidation

NABP reserves the right to determine, in its sole discretion and at any time, whether to withhold the reporting of an examination result or invalidate one or more examination results of an individual or a group of individuals. The withholding or invalidating of one or more examination results of an individual or a group of individuals may occur prior to, during, or after examination administration.

NABP may invalidate an exam result or withhold the reporting of an exam result for any reason including, without limitation, the following:

- Unusual testing circumstances
- Misconduct by one or more individuals as described in this Bulletin
- Testing irregularities
- · Noncompliance with policies by one or more candidates
- · Observed irregular behavior of one or more candidates
- Discrepancy or falsification of an examination candidate's identification
- Impersonating an examination candidate or allowing an unauthorized person to take an examination
- Unusual answer patterns
- Unusual or large exam result variances among a candidate's examinations
- Unusually low exam result
- Psychometric review of an examination
- Leaving a testing center facility
- Accessing Exam Content prior to taking the exam
- Stealing Exam Content
- · Communicating with other test takers during an examination appointment session

NABP's right to determine whether to withhold or invalidate an examination result is not in any way waived or modified because NABP processed an examination application form, authorized a candidate to sit for an examination, scored an examination, or reported an exam result.

NAPLEX SCORE TRANSFERS

NABP's NAPLEX score transfer program allows you to transfer your NAPLEX score to additional jurisdictions in which you wish to obtain a license to practice pharmacy. Participating in the score transfer program will allow your score to be applied to the requirements of the jurisdiction to which you transfer the score. Licensure decisions are made at the sole discretion of the boards of pharmacy.

The NAPLEX score transfer program differs significantly from NABP's e-LTP, which is a reciprocity service that NABP provides for licensed pharmacists. You may only apply for license transfer through e-LTP if you are already licensed in another jurisdiction. Licenses awarded through license transfer are considered a license by licensure transfer.

Please note that the validity period of a score transfer varies from jurisdiction to jurisdiction. Currently, all 50 states, the District of Columbia, Guam, Puerto Rico, and the Virgin Islands participate in the NAPLEX score transfer program. You are encouraged to contact the board where your score was transferred for additional information, including current board fees and updated participation information. Some jurisdictions may require additional payment for examination materials in addition to the score transfer fees.

Score Transfer Process

You may have 2 opportunities to purchase a score transfer online via your e-Profile:

- When you purchase your exam. After you are granted eligibility, you will be prompted to purchase your exam. You may purchase score transfers at that time. You may also log in to your e-Profile to purchase score transfers at any time before taking the exam. If you cancel the exam application, all score transfers purchased before taking the exam will be refunded.
- Up to 89 days after taking the exam. After you take the examination, you may log in to your e-Profile and purchase score transfers. Candidates are advised to purchase score transfer requests as soon as possible; waiting until the last day may result in the score transfer request option being no longer available. Score transfers purchased after taking the exam are nonrefundable.

The NAPLEX score transfer administrative fee charged by NABP is \$75 per jurisdiction. Additional fees for transfers to certain jurisdictions may apply. Refer to your jurisdiction for information regarding additional fees.

Score transfers will be processed whether you pass or fail the NAPLEX. If you retake the exam and wish to transfer your score again, you must purchase another transfer request. Score transfers pertain to NAPLEX scores only. Because the

MPJE is unique to the state/jurisdiction in which you seek licensure, it is not possible to transfer your MPJE score to another jurisdiction.

If you request a score transfer, you must complete all the examination requirements as determined by your primary jurisdiction for licensure, including any locally administered examinations (which may require you to travel to the score transfer jurisdiction). Primary jurisdictions can refuse to allow a your score to be transferred if you do not complete your examination requirements.

You should contact the relevant board of pharmacy before applying for score transfer to make sure you understand the jurisdiction's licensure requirements.

Before your exam, you may choose to change your score transfer jurisdiction at no additional cost by sending a request to <u>CompAssess@nabp.pharmacy</u>. Your request should include:

- Your name
- Your NABP e-Profile ID
- Original jurisdiction requested for score transfer
- Jurisdiction to which you wish to transfer your score to

You may not request a change of jurisdiction after you take the examination.

ADDITIONAL EXAM PROCEDURES

This section answers some of the most frequently asked questions regarding the NAPLEX and the MPJE. Refer to the <u>Help section</u> of the NABP website for additional information on these and other topics.

How do I change the jurisdiction in my application?

NABP does not allow you to change your jurisdiction. If you have entered an incorrect jurisdiction or need to make a change, you will need to cancel your application and submit a new one with the correct jurisdiction. You will be required to submit a new nonrefundable \$100 fee. You will not receive a refund for the original application fee.

How do I cancel my application?

If you need to cancel your application, you may do so through your e-Profile (just click Cancel Application). You will not receive a refund for the application fee after a cancellation.

How do I cancel my examination after receiving an ATT?

Canceling your exam is a 2-step process. If you have scheduled an appointment with Pearson VUE, you must first cancel your appointment through your Pearson VUE web account or by calling Pearson VUE customer service. Secondly, once the appointment is canceled with Pearson VUE, log in to your NABP e-Profile and select Cancel Examination on the Active Applications tab to cancel the exam.

You may receive a refund for your examination fee if the eligibility period has not expired. You will not receive a refund for the \$100 eligibility application fee and your record will be closed. After canceling your exam, you must wait 7 business days before submitting a new application for another NAPLEX or MPJE in the same jurisdiction.

How do I request an armed forces discount?

NABP offers a discount for US armed forces members, veterans, and their spouses for the following branches:

- US Army
- US Navy
- US Air Force
- US Marine Corps
- US Coast Guard
- National Guard
- Space Force

You should request the discount before applying for the exams by submitting the required supporting documentation via your e-Profile. A list of accepted documentation is in the Help section of the NABP website. You will be notified if your discount is approved, and the discount will be automatically applied during the payment process.

- Active members, reserves, or honorably discharged veterans are eligible for a 100% discount on the initial application and examination fees for the NAPLEX (one purchase) and the MPJE (one purchase per jurisdiction).
- Spouses are eligible for a 50% discount on all application and examination fees for the NAPLEX (one purchase) and the MPJE (one purchase per jurisdiction).
- Officers in the Commissioned Corps of the US Public Health Service must be actively deployed to any of the 6 branches of the armed forces listed above to be eligible for this discount.

The armed forces discount does not apply to fees for reexamination, resitting, score transfers, expired eligibility, and exam eligibility processing (for Colorado, Kentucky, Maine, Michigan, Nebraska, Oregon, Rhode Island, and/or Utah).

How do I reschedule my examination appointment?

You can cancel or reschedule your examination appointment via your Pearson VUE web account, or by calling Pearson VUE customer service. You must cancel or reschedule your appointment at least 2 business days prior to your scheduled appointment. For example, if you are scheduled to test at 9 AM Monday, you must call by 9 AM on the previous Thursday to cancel or reschedule. There is a \$50 fee to reschedule each appointment. Your appointment is not canceled or rescheduled until you receive a confirmation from Pearson VUE. If you cancel without the required notice, you will forfeit your testing fee. The \$50 rescheduling fee is paid directly to Pearson VUE. Canceled or missed exams do not count against your attempt limits.

Can I still take my exam(s) if I miss an appointment?

If you miss a scheduled testing appointment without following the cancellation procedure, your ATT will no longer be valid, and you must purchase a resit to receive a new ATT and schedule a new testing appointment. The Purchase Resit option will appear in your e-Profile in the Active Application tab 7 business days after the missed appointment. You will need to pay the full examination fee.

You will not be able to purchase a resit if you have 10 or fewer business days remaining in your eligibility period. This policy applies to candidates who:

- Fail to reschedule or cancel their exam according to the cancellation procedure
- Fail to bring 2 forms of acceptable ID to the exam
- Present ID with a name that does not match the name they registered with on their NABP e-Profile and are denied entry to the testing room
- Fail to arrive on time and are unable to be admitted to the testing room
- Choose to not keep their exam appointment for any reason other than an emergency

What happens if an emergency keeps me from my appointment?

If you miss your scheduled exam appointment due to an emergency, you may be eligible to purchase a resit at a reduced fee. To request this discount, you must submit an <u>Emergency Resit Request Form</u> and the required documentation to <u>EmergencyResitInfo@nabp.pharmacy</u> within 3 business days of the missed appointment. NABP will review your request within 7 business days of your missed appointment and you will be notified by email whether the discount will be applied.

If your emergency resit was approved, the reduced fee will apply. If the emergency resit has been denied, you will need to submit the full exam fee to take your exam. You may then log in to your e-Profile and click the Purchase Resit link in the Active Applications tab. Once all applicable fees are paid, you will receive a new ATT.

EMERGENCY RESIT FEES	NAPLEX	MPJE	
Request Approved	\$170	\$100	
Request Denied	\$475	\$150	

When will I get my exam results?

If the jurisdiction for which you are testing participates in NABP's online exam results interface, you will be able to access your exam results in approximately 7 business days. To view your exam results, log in to your e-Profile and click on the Exam Results tab in the Exam Services section.

NAPLEX exam results are usually only displayed under your registered primary jurisdiction. Thus, candidates whose primary jurisdictions do not participate in online performance reports will not be able to view results in their e-Profile, even if the result is reported to another jurisdiction that does participate.

A list of jurisdictions that do not participate in the online exam results reporting is available on both the NAPLEX and the MPJE sections of NABP's website. If you have questions about obtaining exam results from a jurisdiction that does not use online exam result reporting, contact the relevant board(s) of pharmacy.

Remember that only the boards of pharmacy have authority to issue licenses to practice pharmacy. Receiving a posted passing result for the examination does not constitute a license. Boards will not accept examination results posted online via your NABP e-Profile for purposes of score transfer or obtaining licensure. Online exam result reports are for candidates only.

CONTACT INFORMATION

Questions About	Contact
Eligibility to take the NAPLEX/MPJEExamination results	The board of pharmacy in the jurisdiction(s) you are seeking licensure. A listing of board of pharmacy contacts is available on the NABP website.
 Eligibility to take the NAPLEX/MPJE for CO, KY, ME, MI, NE, OR, RI, and/or UT ADA accommodations 	NABP Customer Engagement 847/391-4406 <u>help@nabp.pharmacy</u> or email <u>exameligibility@nabp.pharmacy</u> .
 Scheduling, rescheduling, or canceling your testing appointment Test center directions Misplaced ATT letter 	Pearson VUE customer service 888/709-2679 <u>www.pearsonvue.com</u>
 Content for the NAPLEX/MPJE General NAPLEX/MPJE information Score transfer Identification requirements for test center admission Name changes or corrections 	All of these topics are addressed in this <i>Bulletin</i> and on the NABP website, <u>www.nabp.pharmacy</u> , in the Programs and Help sections. After reviewing these resources, if you still have questions, contact NABP Customer Engagement. 847/391-4406 <u>help@nabp.pharmacy</u> Monday – Friday, 9 AM – 5 PM
Transcript requirements	email <u>transcripts@nabp.pharmacy</u> .

Candidate Comments

NABP constantly evaluates the examinations and, therefore, is open to and appreciative of your constructive comments. Immediately after your examination ends, any comment or complaint about any matter related to the examinations can be made in the comment section of the exit survey. You may also send your comments about the test center or questions on your examination via mail to NABP at 1600 Feehanville Dr, Mount Prospect, IL 60056, or via email at help@nabp.pharmacy.

Report Exam Misconduct or Irregularities

NABP examinations are administered under strict security measures, and information on suspected examination misconduct or irregularities, acts of unethical behavior, and breaches of security can be reported to NABP through the website or by contacting Customer Engagement. Incidents that compromise the content of any NABP examinations can be submitted anonymously, or, to further discuss the incident with NABP staff, include personal contact information when submitting the report. Reports of suspected misconduct or irregularities are treated confidentially and are fully investigated in support of NABP's commitment to ensuring the integrity and reliability of its examinations.

E-PROFILE GLOSSARY

Available Actions: When you are logged in to your NABP e-Profile, click on Exam Services. Links that appear in the Actions and Purchase columns under Active Applications and Application History allow you to change, cancel, or make requests regarding the application. These options are unique to where you are in the application process, meaning the options that appear are the only options that you are eligible to perform.

- Purchase Score Transfer: You may transfer your exam results to additional boards of pharmacy up to 89 days after taking the NAPLEX.
- Cancel Score Transfer: You may cancel a previously submitted NAPLEX score transfer request. There are no refunds issued for canceled score transfers.
- Cancel Application Request: You may request cancellation of a previously submitted exam application. Registrants who cancel an application will forfeit the \$100 application fee, and the \$85 eligibility fee, if applicable.
- Purchase Examination: You may pay for an examination only in the jurisdiction in which you have been granted eligibility.
- Cancel Examination: If you cancel an examination in the jurisdiction in which you have been granted eligibility, you will receive a refund for the examination fee only and the application will be closed.
- Purchase Resit: If you miss your scheduled testing appointment, you may request a resit (an opportunity to take the missed test at a future date).
- Purchase Rescore: You may request a NAPLEX/MPJE rescore up to 60 days after the exam date of the NAPLEX/MPJE. There are no refunds for rescore fees.

Status: When you are logged in to your NABP e-Profile, the information that appears in the Application Status column under Active Applications and Application History provides you with the current standing of your current and past exam registrations.

- Eligibility Requested: Your application has been received, but NABP has not yet been informed of a decision regarding your eligibility to take the examination or assessment from the appropriate board/jurisdiction. NAPLEX/MPJE candidates: Please note that if you have not been made eligible by a board of pharmacy within 2 years of the date you initially registered with NABP your record will be closed and your fees will be forfeited.
- Expired: The board has not granted eligibility within 2 years after the original application date and the application has automatically expired.
- Eligibility Granted: The appropriate board/jurisdiction has determined that you are eligible to take the examination.
 NAPLEX/MPJE candidates: review this *Bulletin* for details on receiving an ATT letter and other important information about next steps.
- Eligibility Denied: The appropriate board/jurisdiction has determined that you are not eligible to take the exam. Contact the board of pharmacy for which you intended to take the exam.
- ATT Generated: You will receive your ATT letter immediately via your email account. Once you receive your ATT, you may schedule your examination at Pearson VUE by visiting <u>www.pearsonvue.com/nabp</u>.
- Examination Closed: Your scheduled exam was taken and the exam result has been reported to the board of pharmacy.

- **Examination Withdrawal Requested:** Your request to cancel a previously submitted examination has been received.
- **Examination Withdrawn:** Your request to cancel your examination application has been accepted and your refund has been processed.
- **Examination Expired:** Your board granted eligibility, you purchased an exam, but you did not take the exam before the eligibility period expired.



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www.nabp.pharmacy