

Obtaining a License or Registration Certificate Information Guide

Effective September 2019, the Texas State Board of Pharmacy allows pharmacists, preceptors, interns, technicians, and technician trainees to print a copy of the initial and/or renewal license or registration certificate.

**Click on your license type in the Table of Contents
below to jump to the section you want to read:**

Table of Contents

Pharmacist Student Intern	2
When will my certificate be ready to print?	2
How do I print my certificate?	2
Will my certificate be mailed if I don't print it out?.....	2
I am an intern-trainee —can I print my certificate?.....	2
I am an extended-intern —can I print my certificate?.....	2
Pharmacist	3
When will my certificate be ready to print?	3
How do I print my certificate?	3
Will my certificate be mailed if I don't print it out?.....	3
I have an Inactive pharmacist license and renewed on time. Can I print my certificate?.....	3
I have an Inactive pharmacist license and DID NOT renew on time. Can I print my certificate?	3
I lost my hand-inscribed certificate. Can I get a replacement?	3
Preceptor	4
When will my certificate be ready to print?	4
Will my certificate be mailed if I don't print it out?.....	4
Registered Technician	5
When will my certificate be ready to print?	5
How do I print my certificate?	5
Will my certificate be mailed if I don't print it out?.....	5
Registered Technician Trainee	6
When will my certificate be ready to print?	6
How do I print my certificate?	6
Will my certificate be mailed if I don't print it out?.....	6
Temporary Licenses & Registrations	7
I have a temporary pharmacist license—can I print my certificate?.....	7
I have a temporary pharmacy technician registration—can I print my certificate?.....	7

Pharmacist Student Intern

Certificate

Pocket Card

When will my certificate be ready to print?

All virtual pharmacist student intern certificates will be available for download and printing **48 business hours after** your registration has been issued. The virtual certificate is considered to be the official record of pharmacist student intern registration in Texas.

How do I print my certificate?

To obtain the virtual certificate, see the following information:

- Verify a license has been issued for the intern by going to the following link:
 - [Pharmacist Student Intern Verification](#)
- To print or download the certificate, select the following link:
 - [Official Virtual Intern Certificate](#)
- Add the license number and full last name.
 - This information must match TSBP records **exactly**; if you receive an error, it's likely because you did not enter your information correctly.
- **Only** Active and Probation certificates will be displayed and available for printing.
 - If your license is delinquent, expired, or revoked, a certificate **will not be generated**.
- Printing in color is optional.

Will my certificate be mailed if I don't print it out?

Certificates will no longer be mailed. However, if you cannot print a virtual certificate, [contact](#) the Texas State Board of Pharmacy.

I am an intern-trainee—can I print my certificate?

Intern-trainee certificates cannot be printed. The Board will send a letter notifying intern-trainees of their status.

I am an extended-intern—can I print my certificate?

Extended-intern certificates cannot be printed. The Board will send a letter notifying extended-interns of their status.

Pharmacist

Initial Certificate (Available after the initial 30-day renewal)

Renewal Certificate

Pocket Card

When will my certificate be ready to print?

All virtual pharmacist license certificates will be available for download and printing **48 business hours after** your license has been issued or renewed. The virtual certificate is considered to be the official record of pharmacist certification in Texas that satisfies the [Texas Pharmacy Act §559.004](#).

How do I print my certificate?

To obtain the virtual certificate, see the following information:

- Verify the license number, full last name, and status of your license is available by going to the following link:
 - [Pharmacist License Verification](#).
- To print or download the certificate, select the following link:
 - [Official Virtual Pharmacist Certificate](#)
- Enter the license number and full last name.
 - This information must match TSBP records **exactly**; if you receive an error, it's likely because you did not enter your information correctly.
- **Only** Active, Inactive* and Probation certificates will be displayed and available for printing.
 - If your license is delinquent, expired, or revoked, a certificate **will not be generated**.
- Printing in color is optional.

Will my certificate be mailed if I don't print it out?

Certificates will no longer be mailed. However, if you cannot print a virtual certificate, [contact](#) the Texas State Board of Pharmacy.

I have an Inactive pharmacist license and renewed on time. Can I print my certificate?

A pharmacist with an inactive license can print a certificate. If the pharmacist has been renewing on time, there is no issue.

I have an Inactive pharmacist license and DID NOT renew on time. Can I print my certificate?

The system will allow you to print, but the license is **not valid** if it has not been renewed within the appropriate license period as outlined by [Board rule 295.7](#).

I lost my hand-inscribed certificate. Can I get a replacement?

Please see the hand-inscribed replacement request procedure [here](#).

Preceptor

When will my certificate be ready to print?

Preceptor certificates are printed separately and may take **up to five business days** to be available for download after your preceptor application has been approved. You can find the preceptor certificate printing link here:

- [Official Virtual Preceptor Certificate](#)

Will my certificate be mailed if I don't print it out?

Certificates will no longer be mailed. However, if you cannot print a virtual certificate, [contact](#) the Texas State Board of Pharmacy.

Registered Technician

Initial Certificate

Renewal Certificate

Pocket Card

When will my certificate be ready to print?

All virtual initial, upgrade and renewal technician certificates will be available for download and printing **48 business hours after** your registration has been approved, including fingerprint results. The virtual certificate is considered to be the official record of technician registration in Texas.

How do I print my certificate?

To obtain the virtual certificate, see the following information:

- Verify the registration number, full last name and status of your registration is available by going to the following link:
 - [Registered Technician Registration Verification](#).
- To print or download the certificate, select the following link:
 - [Official Virtual Technician Certificate](#)
- Enter the registration number and full last name.
 - This information must match TSBP records **exactly**; if you receive an error, it's likely because you did not enter your information correctly.
- **Only** Active and Probation certificates will be displayed and available for printing.
 - If your license is delinquent, expired, or revoked, a certificate **will not be generated**.
- Printing in color is optional.

Will my certificate be mailed if I don't print it out?

Certificates will no longer be mailed. However, if you cannot print a virtual certificate, [contact](#) the Texas State Board of Pharmacy.

Registered Technician Trainee

Initial Certificate

When will my certificate be ready to print?

All virtual initial technician trainee certificates will be available for download and printing 48 business hours after your registration has been approved, including fingerprint results. The virtual certificate is considered to be the official record of technician trainee registration in Texas.

How do I print my certificate?

To obtain the virtual certificate, see the following information:

- Verify the registration number, full last name and status of your registration is available by going to the following link:
 - [Technician Trainee License Verification](#).
- To print or download the certificate, select the following link:
 - [Official Virtual Technician Trainee Certificate](#)
- Enter the registration number and full last name.
 - This information must match TSBP records **exactly**; if you receive an error, it's likely because you did not enter your information correctly.
- **Only** Active and Probation certificates will be displayed and available for printing.
 - If your license is delinquent, expired, or revoked, a certificate **will not be generated**.
- Printing in color is optional.

Will my certificate be mailed if I don't print it out?

Certificates will no longer be mailed. However, if you cannot print a virtual certificate, [contact](#) the Texas State Board of Pharmacy.

Temporary Licenses & Registrations

Temporary Pharmacist

Temporary Technician

I have a temporary pharmacist license—can I print my certificate?

Temporary licenses and registrations cannot be printed. Temporary licenses are issued in the event of a statewide emergency, such as a natural disaster. Individuals who qualify for a temporary license or registration are notified by email. Please retain this email for your records, as it will serve as proof of your temporary licensure or registration.

I have a temporary pharmacy technician registration—can I print my certificate?

Temporary licenses and registrations cannot be printed. Temporary licenses are issued in the event of a statewide emergency, such as a natural disaster. Individuals who qualify for a temporary license or registration are notified by email. Please retain this email for your records, as it will serve as proof of your temporary licensure or registration.