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## Pharmacy Intern Renewal to Begin on July 17th

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### Renewal Process

License renewal will begin on **Wednesday, July 17, 2019**. An email notification will be sent out to pharmacy interns on July 17th indicating their license can be renewed. Renewal applications cannot be submitted before that date. Any license renewed after the expiration date of **September 15, 2019** will be assessed a late fee.

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### eLicense Ohio

The State of Ohio Board of Pharmacy transitioned to the State's [new licensing system](#) on April 23, 2018. As part of the transition, licensees will be required to register for an account to renew and manage their Ohio pharmacy intern license. Therefore, you are encouraged to renew your license as soon as possible.

Individuals who already have an account but forgot their password may reset the password by selecting "Forgot your password?". A password reset link will be emailed to you. The link expires after 24 hours, so be sure to reset your password as soon as possible.

Individuals who already have an account but have not logged on in the last 12 months may be required to reset their password. Follow the on-screen instructions to reset your password.

**It is highly recommended to use Google Chrome to access eLicense Ohio and when submitting the renewal application.**

For step-by-step guidance on how to register for an account on the eLicense site, visit: [www.pharmacy.ohio.gov/elicenseinstruct](http://www.pharmacy.ohio.gov/elicenseinstruct).

For assistance registering for an account or resetting a password in eLicense Ohio, please contact the eLicense Customer Service Center, which can be reached by calling 855-405-5514.

*The eLicense Customer Service Centers serves all Ohio Boards and Commissions licensees and applicants. Callers may experience hold times or delays during overlapping renewal cycles across the state's Boards and Commissions.*

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### Renewal Fees

Effective for the 2019 renewal, pharmacy intern licenses will transition to a biennial (two-year) cycle. All licenses that are successfully renewed will receive a two-year license with an expiration date of **September 15, 2021**.

The biennial renewal fee for a pharmacist license is **\$45.00** and the eLicense System Transaction Fee of \$3.50\*. All renewal fees must be paid via Visa, Discover or MasterCard.

*\*The eLicense System Transaction Fee will be assessed on each license that is renewed in the eLicense Ohio system operated by the Ohio Department of Administrative Services. Licensing boards and commissions do not receive revenue from this fee. The transaction fee is nonrefundable.*

**Reminder:** Pharmacy interns may verify their renewed license at [www.elicense.ohio.gov/oh\\_verifylicense](http://www.elicense.ohio.gov/oh_verifylicense).

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