

Initial Technician Application

1. Go to https://igovsolution.net/alboonline/pharmacy_technician.aspx using your web-browser. Google Chrome is recommended but the application will also work with Internet Explorer and Safari.

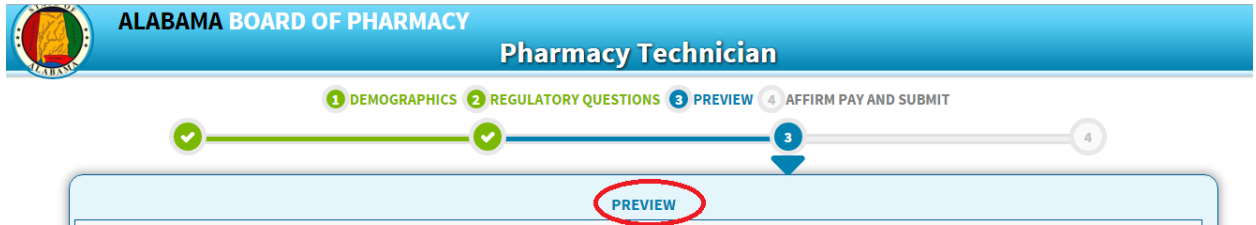
The screenshot shows a web browser window with the URL https://igovsolution.net/alboonline/pharmacy_technician.aspx. The page header includes the Alabama Board of Pharmacy logo and the text "ALABAMA BOARD OF PHARMACY Pharmacy Technician". A progress bar at the top indicates four steps: 1. DEMOGRAPHICS (highlighted with a blue circle and arrow), 2. REGULATORY QUESTIONS, 3. PREVIEW, and 4. AFFIRM PAY AND SUBMIT. The main content area is titled "DEMOGRAPHICS" and contains several input fields: Last Name, First Name, Middle Name, Maiden Name, Street Address, City, State (a dropdown menu labeled "Select State"), Zip, and County (a dropdown menu labeled "Select County"). There is also a box labeled "Click Here To Upload Photo".

2. The screen shown above will be displayed.
3. The first section "Demographics" requires the applicant's First Name, Last Name, Address, Contact details, and Photo.
4. Click inside the box "Click her to Upload Photo" to upload your photograph according to ALBOP's specifications.
5. Click on the "Select Document" button to upload documents that support your Citizenship/Legal Presence in the country.
6. Click on "Next" button after entering/uploading all relevant details.
7. The second section contains the 7 regulatory questions as shown below.

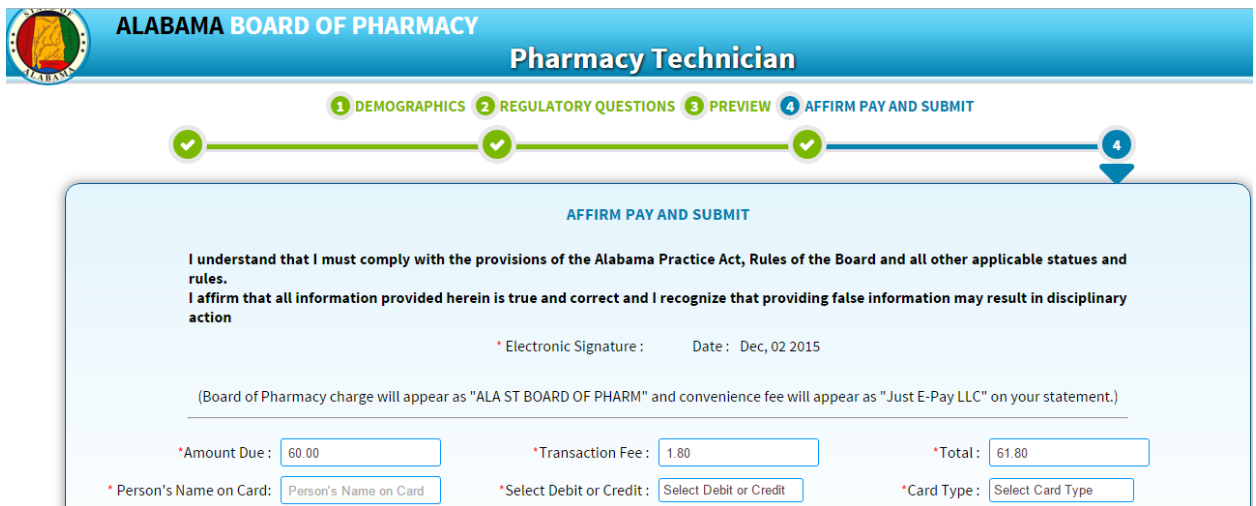
The screenshot shows the same web browser window, but the progress bar now indicates that Step 1 is complete (marked with a green checkmark) and Step 2, "REGULATORY QUESTIONS", is active (highlighted with a blue circle and arrow). The main content area is titled "REGULATORY QUESTIONS" and displays the first question: "1. Have you been arrested of a felony or misdemeanor, excluding minor traffic violations?". Below the question are two radio button options: "Yes" and "No". At the bottom of the form, there are "Prev" and "Next" buttons.

8. Answer the 7 questions that follow with a "Yes" or "No" as appropriate. If "Yes" is selected for any question, please enter your explanation in the box below the question.

9. After all the questions are answered, the system shows a “Preview” page to view and correct any entries if required. Please use only the “Previous” button to move to the previous tabs. Do not use the browser back button.



10. Click on the “Next” button in the preview page to move onto the submission page.



11. Enter all the relevant details about your credit/debit card.
12. The system will give you a success message if your submission was successful. You will also be given a confirmation number on screen.
13. Print your application and receipt at this stage.

