



## SCPP Intern Registration – Pharmacist

As a first-year student in the College of Pharmacy and Nutrition, **you are required to register as an Intern with the Saskatchewan College of Pharmacy Professionals (SCPP)**, the regulatory body of pharmacists, pharmacy technicians and pharmacies in Saskatchewan, **before you begin your Phar 188.2 Experiential Learning 1 placement.**

### How do I register as an intern?

The College offers online registration through the SCPP website at [www.saskpharm.ca](http://www.saskpharm.ca). You will receive an email from SCPP at [info@saskpharm.ca](mailto:info@saskpharm.ca) informing you of your username and password. This will allow you to login to your SCPP profile where you will apply for your registration as an intern. Detailed information on the registration procedure can also be found on our website under the “Registration” tab.

While accessing the registration process, we encourage you to familiarize yourself with the information on the SCPP website, including our publications (under “About Us”), the Latest News, Regulatory Updates and Events boxes on the homepage, and a variety of resources under each tab across the top of the site.

### What are the requirements for my intern registration?

1. **Fees.** Please see [fee schedule](#). Payment can be made online during the registration process or by submitting payment by cheque, debit or credit card to the SCPP office in Regina.
2. **Two current-dated, written, character references.** These must be from reputable citizens who have known you for at least two years and who are not family members, certifying that you are a person of good moral character. Please have your references include their address and phone number as well as including your full name within the body of the letter. The letters can be directed to the attention of Jeana Wendel, Registrar.

Your letters of reference should be uploaded directly onto your Intern Application; direct submission of referral letters by references are to be emailed to [SCPPRegistration@saskpharm.ca](mailto:SCPPRegistration@saskpharm.ca).

3. **“Confirmation of Enrolment” form** available from your University of Saskatchewan online student account, confirming your student status with the College of Pharmacy and Nutrition. Please confirm that you are enrolled for both semesters of the current academic year. **This form can be sent directly to the SCPP from the University of Saskatchewan.** The College of Pharmacy and Nutrition will also be forwarding an electronic copy of your photo to our office for registration purposes.

- 4. Criminal Record Check (CRC):** The University of Saskatchewan and SCPP have a Memorandum of Understanding (MOU) that allows the College to accept the CRC that students must complete prior to enrollment at the University. The MOU extends until the end of the internship; **you do not need to resubmit this CRC to SCPP.**

Throughout your intern registration process, please feel free to contact us by email at [SCPPRegistration@saskpharm.ca](mailto:SCPPRegistration@saskpharm.ca) if you have any questions or concerns.