

School of Pharmacy Technology Application

Instructions:

1. Please complete all fields of the application for admission.
2. Include a copy of your high school diploma or GED equivalent
3. Include a recent resume
4. Sign Tuition Attestation Statement
5. Include a signed Background Information Release Form
6. Minimum Requirements: **Applicants for the program must have meet one of the following requirements:**
 - Minimum 2 years college-level coursework (must provide transcripts) **OR**
 - Minimum 5 years professional work experience (must provide resume) **OR -**
 - Submit ACT or SAT scores for review
7. Return to the Cleveland Clinic School of Pharmacy Technology by one of the following methods:

Email: pharmacytech@ccf.org

Mail:

Cleveland Clinic School of Pharmacy
Technology Attention: Brigid Whelan
c/o Department of Pharmacy
9500 Euclid Avenue, Hb-110A
Cleveland, Ohio 44195

Interviews will be scheduled with select candidates to determine eligibility into the program. Candidates may email pharmacytech@ccf.org with any questions.

The State of Ohio requirements for pharmacy technicians:

1. The person is eighteen years of age or older.
2. The person possesses a high school diploma, possesses a certificate of high school equivalence, or was employed prior to April 8, 2009, as a pharmacy technician without a high school diploma or a certificate of high school equivalence.
3. The person has passed an examination approved by the state board of pharmacy to determine a person's competency to perform services as a pharmacy technician.
4. Except as otherwise provided in this section, the person has submitted to a criminal records check in accordance with section [4776.02](#) of the Revised Code as if the person was an applicant for an initial license who is subject to that section, and the results of the criminal records check provided as described in that section and section [4776.04](#) of the Revised Code do not show that the person previously has been convicted of or pleaded guilty to any felony in this state, any other state, or the United States

School of Pharmacy Technology Application for Admission

Name: _____
First Middle Last Former

Permanent Address: _____
Number and Street Apt# City State Zip

Contact Information:

_____ Home Phone Cell Phone Work Phone

Email: _____

Gender:

Male Female

How did you find out about this school?

(Cleveland.com, Facebook, Google, Cleveland Clinic Website, Friend, Relative, CCF Employee, Brochure, etc.)

Emergency Contact Information:

_____ Name Phone Relationship

Professional or Academic References:

_____ Name Organization Title Phone Email

_____ Name Organization Title Phone Email



PLEASE INCLUDE A COPY OF HIGH SCHOOL DIPLOMA OR GED EQUIVALENT WITH APPLICATION

Education History:

_____ High School		_____ Years Attended		
Did you graduate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
_____ College or Technical Program		_____ Years Attended		_____ Program of Study
Did you graduate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
_____ College or Technical Program		_____ Years Attended		_____ Program of Study
Did you graduate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		

PLEASE INCLUDE A CURRENT RESUME WITH

APPLICATION Employment History:

Are you currently employed? Yes No

_____ Employer Name	_____ Position Held	_____ From (date) to (date)
_____ Employer Name	_____ Position Held	_____ From (date) to (date)
_____ Employer Name	_____ Position Held	_____ From (date) to (date)
_____ Employer Name	_____ Position Held	_____ From (date) to (date)

Please use the space below to explain what interests you about a career as a pharmacy technician:

Approved Declined Session: _____

Authorization to work / study in the United States

1) Are you legally authorized to study in the United States? Yes No

2) Are you legally authorized to work in the United States? Yes No

Tuition Attestation

Tuition for the program is \$2,500. \$500 is due by the start of the program with the balance being paid in monthly installments throughout the remainder of the program. Federal financial assistance is **not** available. The tuition covers all program costs including books, uniforms, lab fees, materials, etc. There are no additional costs outside of the program tuition.

By signing below, I acknowledge my understanding that if accepted into the program, I am completely responsible for the full payment of tuition for the CCF Pharmacy Technician program and pledge to pay the balance owed before my graduation date.

Applicant's Signature: _____

Date: _

Please complete this release form as part of the application process

BACKGROUND INFORMATION RELEASE FORM

I hereby authorize the Cleveland Clinic to contact any law enforcement agency and/or other governmental agency who may aid the Cleveland Clinic in determining suitability for employment. I release those individuals and or organizations contacted from all liability whatsoever for issuing the requested information. I am aware that the clearance process may include fingerprinting. I acknowledge that the Cleveland Clinic will conduct required searches of federal exclusionary lists to include the Office of Foreign Asset Control, General Services Administration, and Health and Human Services.

PLEASE READ CAREFULLY BEFORE SIGNING:

Have you ever been convicted of, or pled guilty to, any felonies? Yes No

If you have answered yes, please explain:



Have you ever been dismissed, suspended, expelled, placed on probation or otherwise involuntarily separated from any other college, university or high school, or withdrawn to avoid such involuntary separation?

Yes No

If you have answered yes, please explain:

I hereby provide the following information so that background checks may be initiated for verification. I am aware that issuance of a Cleveland Clinic ID Badge does not guarantee final placement as an employee.

Are you being considered for: FT/PT CC Employment PRN/Temp CC Employment

Volunteer Student Vendor/Contractor

Employer/School: Cleveland Clinic School of Pharmacy Technology
Print Full Name: _____
Any Other Legally Known Name: _____
Employee Number (to be assigned by the ID Badge department): _____
Social Security Number: _____
Date of Birth: _____
Address: _____
Apt#: _____
City, State, Zip: _____
Prior Address: _____
Visa / Passport Number (if applicable): _____

Applicant's Signature: _____ Date: _____

Hospital Name: Cleveland Clinic Main Campus

NOTE: A \$25 fee is required to register as technician trainee with the Ohio Board of Pharmacy. This fee is the student's responsibility.

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