



This pathway meets the requirements for the Pharmacy Technician certificate. This sample schedule assumes a winter start. Students starting in the winter complete the same curriculum as fall start students, however, the certificate is completed over four consecutive quarters at a more moderate pace of 12-16 credits a quarter. Fall start students complete the certificate over three consecutive quarters and are enrolled in 18-19 credits a quarter. If you wish to take alternative courses not listed below, please meet with your program coordinator to confirm you're still meeting certificate requirements.

## Quarter One (Winter)

Credits

- PHA 170 Pharmacy Records Management.....5
- PHA 115 Orientation to Pharmacy Practice.....3
- AMA 117 Medical Terminology\* .....5
- PHA185 Pharmacy Law and Ethics .....3

*\*Note: Recommended to take AMA 117 in quarter one, but you can take prior to the program.*

**Quarter One Total Credits 16**

## Quarter Two (Spring)

- PHA 120 Pharmacy Calculations.....3
- PHA 130 Over the Counter Drugs .....2
- PHA 146 Pharmacy Communications in Pharmacy Practice.....2
- PHA 150 Pharmacology I,.....3
- PHA 190 Pharmacy Technician Externship .....3

*\*Note: 13 credits needed between quarters two, three and four for externship course. Cumulative 432 hours.*

**Quarter Two Total Credits 13**

## Quarter Three (Summer)

- PHA 140 Sterile Products/Aseptic Techniques I .....3
- PHA 160 Pharmacy Technology I.....3
- PHA 180 Healthcare Systems, Insurance, Billing.....2
- PHA 190 Pharmacy Technician Externship\* .....4

*\*Note: 13 credits needed between quarters two, three and four for externship course. Cumulative 432 hours.*

**Quarter Three Total Credits 12**

## Quarter Four (Fall)

- PHA 141 Sterile Products/Aseptic Techniques II.....3
- PHA 151 Pharmacology II.....2
- PHA 161 Pharmacy Technology II .....3
- PHA 190 Pharmacy Technician Externship\* .....6
- PHA 191 Job Skills and National Exam Prep.....1

*\*Note: 13 credits needed between quarters two, three and four for externship course. Cumulative 432 hours.*

**Quarter Four Total Credits 15**

**Total Credits Required: 56**

## To Do List – A Guide to Help You Meet Your Goals

### Quarter 1 (Winter)

- Obtain add codes to register from program coordinator.
- Complete immunizations in preparation for externship (starting in quarter two).
- Begin creating your program portfolio.
- Contact the program coordinator for program tutor availability.
- Drop by the Library to get help with research; check out resources; access computers and study space; and create media projects.
- Check out campus life: student clubs, Equity & Welcome Center, Fitness Center, etc.

### Quarter 2 (Spring)

- Update competencies, cover letter, and resume in your portfolio.
- Obtain add codes to register from program coordinator.
- Consider joining local and national pharmacy organizations (NPTA or WSPA).
- Attend the Healthcare Career Fair in May.

### Quarter 3 (Summer)

- Update competencies, cover letter, and resume in your portfolio.
- Obtain add codes to register from program coordinator.
- Visit Career Services office in the OCE&E Building to learn about career/job exploration, resources including LinkedIn.
- Create a LinkedIn profile and clean up your online presence.
- Apply for graduation for the Certificate in Pharmacy Technician with your assigned advisor.

### Quarter 4 (Fall)

- Update competencies, cover letter, and resume in your portfolio
- Download the Pharmacy Technician Certification Board (PTCB) app on your phone to complete practice questions.
- Add classmates on LinkedIn to grow your network and stay in touch.
- Take the PTCB national exam as early as 30 days prior to graduation or after completing the program.
- Order cap and gown for commencement, which will take place at the end of Spring quarter.
- Attend on-campus graduation fair and commencement ceremony, which will take place at the end of Spring quarter.



## Approximate Costs Each Quarter

Tuition & fees for:

WA state residents	\$1,555.00
International students:	\$3,297.95
Books, supplies, and miscellaneous fees	\$475.00

Please note that these costs are estimates and may vary.

## Apply for Financial Aid and Other Funding

All students in need should apply for financial aid. Don't assume you are not eligible. Visit <https://northseattle.edu/financial-aid> to learn more about the application steps and types of financial aid available, including grants and scholarships you don't have to pay back.

Some students may be eligible for Workforce Education tuition assistance programs depending on program of study, family income and family size, DSHS assistance, unemployment/employment status of self or spouse, or veteran status. Take this short survey to find out if you pre-qualify for funding at: [www.StartNextQuarter.org](http://www.StartNextQuarter.org).

## Which quarter can I begin?

Winter.

## Length of Program

56 credits = 4 quarters if you take 12-16 credits per quarter.

## Class Times/Delivery Format?

North offers pharmacy tech classes hybrid (part on campus, part online) in the day time one to two full weekdays.

## Find Out More

Visit [northseattle.edu/programs/pharmacy-technician](http://northseattle.edu/programs/pharmacy-technician) to learn more about this pathway or contact Leann Dittmar, Program Coordinator, at [leann.dittmar@seattlecolleges.edu](mailto:leann.dittmar@seattlecolleges.edu) or [northseattle.edu/advising/contact](http://northseattle.edu/advising/contact) or call (206) 934-3658.

## Future Education Opportunities

Once you complete the certificate, additional education opportunities include:

- Associate of Applied Science degree in Pharmacy Technician
- Bachelor's degree in any field
- Doctor of Pharmacy  
North Seattle College has direct transfer agreements with four-year institutions throughout Washington state, including the University of Washington, Washington State University, and Seattle University. Program and admissions requirements vary from college-to-college. Contact an advisor to create an educational plan tailored to transfer to the institution of your choice.

## Pharmacy Tech Job Requirements

Skills: active listening, attention to detail, clear communicator, comfortable working with the public, excellent customer service, problem solving ability, tolerant of stressful situations, and dependable.

State requirements for licensure include:

- 18 years of age
- High school diploma or GED
- Graduate from a Washington PQAC approved program
- Pass the PTCB exam

## Career Opportunities

1. Retail Pharmacy Technician
2. IV Pharmacy Compounding Technician
3. Medication Reconciliation Pharmacy Technician
4. Long Term Care Pharmacy Technician
5. Non Sterile Compounding Technician
6. Insurance Company Pharmacy Technician
7. Inventory Management Pharmacy Technician
8. Investigational Drugs Pharmacy Technician
9. Pharmacist\*
10. Physician Assistant\*
11. Registered Nurse\*

*\*Additional training and education is required for some careers listed above.*

For current employment and wage estimates, please visit and search at [www.bls.gov/oes](http://www.bls.gov/oes)."