

July 10, 2024

Dear Pharmacy Technician Student,

Welcome to the College of Health Sciences and in particular the School of Pharmacy. Let me take this opportunity to congratulate you on being selected from numerous applicants to pursue the Certificate, Pharmacy Technician course of study. Please consider yourself privileged to have been offered this opportunity. It is expected that you will do your best to satisfactorily complete the course of study in the time allocated.

The Pharmacy Technician course of study requires its students and graduates to behave in a very professional manner; all pharmacy technician students are expected to conform to all regulations of the University of Technology, Jamaica, the School of Pharmacy (SOP), the Jamaica Association of Pharmacy Technicians, and by extension, the Pharmacy Council of Jamaica (PCJ) and the Pharmaceutical Society of Jamaica (PSJ) These include dress code, professional conduct and attendance at Pharmacy Technician classes, laboratory sessions, seminars and meetings.

Pharmacy Technician students are required to **wear uniforms to classes, exams and all professional events. Please note that because the first year of the course of study is part-time, persons who are employed may be excused at class time where applicable.** Nonetheless, students are expected to complete all assignments etc. in a timely manner. Name badge and the pharmacy technician pin are also part of the uniform and are to be worn by all students at all times. The name badge and the pharmacy technician pin can be ordered through the assistance of the University of Technology Association of Pharmacy Students (UTAPS) during orientation week. The uniform will be navy blue skirts/pants for female; navy blue pants for male in addition to white bush jackets piped with navy blue as is outlined in the attached uniform pattern. Students are allowed a one month grace period to purchase and/or make their uniforms.

Your lecturers will guide you as to the required textbooks for each module. In addition to your required textbooks you may be required to purchase laboratory and lecture manuals, kits and protective gears costing in the region of \$3,000.00 to \$4,500.00.

Students may be exempted from a module (s) if they have passed the particular module or an equivalent module at another recognized institution. Students seeking exemption should apply within the **first two weeks of classes; the College of Health Sciences' office can advise you when the deadline will be.** To do so the following should be submitted:

- **A completed exemption form (obtained from college office)**
- **A transcript from relevant institution (if applicable)**
- **A detailed syllabus of the course(s) done before (if applicable)**
- **CSEC/CXC/CAPE/GCE certificate from relevant institution**

All first year Pharmacy Technician students are required to attend the College of Health Science orientation. There are many rules and regulations that govern your life here at UTech, Jamaica. It is your responsibility to become familiar with these which are located in the Student's Handbook. It is also your responsibility to ensure that you register, select your modules, pay the relevant fees, and complete the 10 step each semester. Please note that your cumulative grade point average from level one to level two will contribute to the class of Certificate that you will receive upon graduation.

Again, welcome to the premier School of Pharmacy in the Caribbean; I encourage you not only to focus on your academics but also get involve in the other activities in the college and on the campus that will also aid in your holistic development as you strive to become a well rounded health professional.

Yours sincerely,

Miss Patricia Robinson

Programme Leader Pharmacy Technician (Cert.)

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