

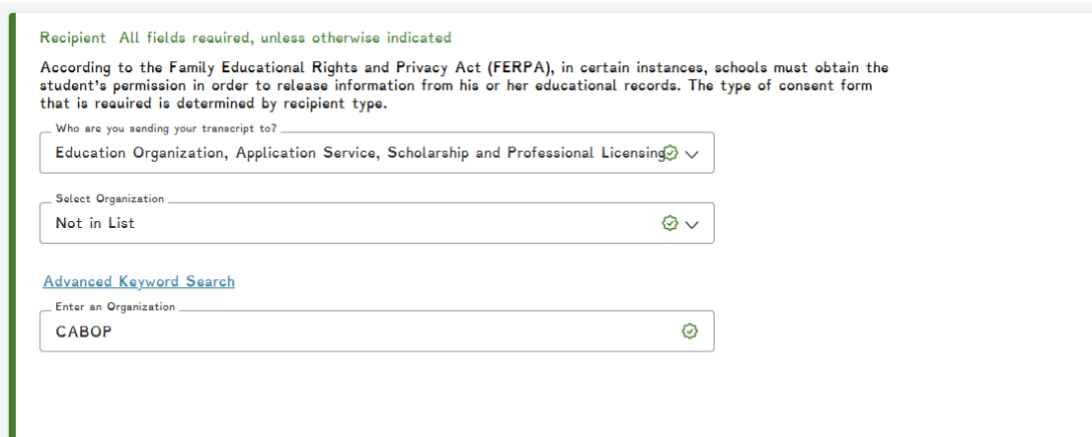
Requesting Transcripts for California Board of Pharmacy or National Certification Board for Acupuncture and Herbal Medicine (NCBAHM) Licensure via National Student Clearinghouse

If you need a transcript sent to the California Board of Pharmacy (CABOP) or the National Certification Board for Acupuncture and Herbal Medicine (NCBAHM), please follow the steps outlined below. (For all other licensure transcript requests, follow the directions included in your application.)

California Board of Pharmacy (CABOP)

1. Choose Recipient

- Recipient: Please choose Education Organization, Application Service, Scholarship and Professional Licensing
- Select: Not in List
- Enter organization: CABOP



The screenshot shows a web form for requesting transcripts. At the top, it says "Recipient All fields required, unless otherwise indicated". Below this is a paragraph about FERPA. The form has three main sections: 1. "Who are you sending your transcript to?" with a dropdown menu showing "Education Organization, Application Service, Scholarship and Professional Licensing". 2. "Select Organization" with a dropdown menu showing "Not in List". 3. "Advanced Keyword Search" with a text input field containing "CABOP".

Recipient All fields required, unless otherwise indicated

According to the Family Educational Rights and Privacy Act (FERPA), in certain instances, schools must obtain the student's permission in order to release information from his or her educational records. The type of consent form that is required is determined by recipient type.

Who are you sending your transcript to?

Education Organization, Application Service, Scholarship and Professional Licensing

Select Organization

Not in List

[Advanced Keyword Search](#)

Enter an Organization

CABOP

2. Delivery Information

- Choose Electronic
- Enter other required instructions: Please email transcript to California Board of Pharmacy

Delivery Information

How do you want your transcript sent?

How many copies do you want?

Enter other required instructions only

(Optional)

School's Terms and Conditions:
 Shortly after the school processes this request, the recipient will be emailed a link to a secure internet page where he or she can retrieve the official transcript. The National Student Clearinghouse will guarantee that the recipient is notified that the transcript is ready for retrieval at the email address provided when the order was placed; however, we cannot be responsible for whether or not the recipient retrieves or accepts the transcript via this delivery method. The accuracy and correctness of the electronic transcript is solely the responsibility of the school.

I have read and accept my school's terms and conditions for the delivery method of Electronic?

Acceptance to the Terms and Conditions is required.

- The Registrar's Office will email the transcript directly to CABOP. Failure to include these instructions may result in rejection of your transcript by CABOP.

3. Enter Recipient Information

- On the next page, you are required to enter recipient information. Please enter the following email: registraroffice@mcphs.edu

Send To Information All fields required, unless otherwise indicated

Send To Name

Enter the Email Address where you want the transcript delivered.

Send To Email Address

Confirm Send To Email Address

- The Registrar's Office will email the transcript directly to CABOP. The Registrar's Office must receive the transcript to email it directly to CABOP. If another email address is used, we will be unable to process the request.

National Certification Board for Acupuncture and Herbal Medicine (NCBAHM)

1. Choose Recipient

- Recipient: Please choose Education Organization, Application Service, Scholarship and Professional Licensing
- Select: Not in List
- Enter organization: NCBAHM

Recipient All fields required, unless otherwise indicated

According to the Family Educational Rights and Privacy Act (FERPA), in certain instances, schools must obtain the student's permission in order to release information from his or her educational records. The type of consent form that is required is determined by recipient type.

Who are you sending your transcript to?

Education Organization, Application Service, Scholarship and Professional Licensing ✓

Select Organization

Not in List ✓

[Advanced Keyword Search](#)

Enter an Organization

NCBAHM ✓

2. Delivery Information

- Choose Electronic
- Enter other required instructions: Please upload transcript to NCBAHM

Delivery Information

How do you want your transcript sent?

Electronic ✓

How many copies do you want?

1 copy = \$10.00 ✓

Enter other required instructions only

Please upload transcript to NCBAHM ✓

(Optional)

School's Terms and Conditions:
Shortly after the school processes this request, the recipient will be emailed a link to a secure internet page where he or she can retrieve the official transcript. The National Student Clearinghouse will guarantee that the recipient is notified that the transcript is ready for retrieval at the email address provided when the order was placed; however, we cannot be responsible for whether or not the recipient retrieves or accepts the transcript via this delivery method. The accuracy and correctness of the electronic transcript is solely the responsibility of the school.

I have read and accept my school's terms and conditions for the delivery method of Electronic?
Acceptance to the Terms and Conditions is required.

YES **NO**

- We will upload your transcript to NCBAHM's portal. If you do not include these instructions, we will not know to upload your transcript to NCBAHM.

3. Enter Recipient Information

- On the next page, you are required to enter recipient information. Please enter the following email: registraroffice@mcphs.edu

Send To Information All fields required, unless otherwise indicated

Send To Name

NCBAHM

Enter the Email Address where you want the transcript delivered.

Send To Email Address

registraroffice@mcphs.edu ✓

Confirm Send To Email Address

registraroffice@mcphs.edu ✓

- The Registrar's Office will upload your transcript to NCBAHM's portal. The Registrar's Office must receive the transcript in order to upload it to the NCBAHM portal. If another email address is used, we will be unable to process the request.