The Board has moved to a new online licensing and renewal platform. This gives licensees more access to apply for licenses, maintain their licenses, and to print off or download a copy of their license as needed, with the added benefit of increasing security and enabling an audit trail when tracking changes made to the licensure data.

IT'S BEST TO DO THIS ON A COMPUTER OR TABLET. YOU WILL NEED YOUR PHONE.

To access your individual or facility information, you will need to create a personal login account for yourself that you will then link to your license or facility.

Go online to start the process here: https://arbopharmv7prod.glsuite.us/ui/licenseelogin/Login

Please note that there are credit card processing fees that will be charged for each transaction. The current rate for INA is 3% + $1.00.

For Step-by-Step Detailed Log In Instructions, please see below:

Once you've clicked on the link, you will click "Don't have an Account? Sign up now"
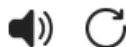
Sign in

Sign in with your email address

Email Address

Email Address

Password

Password

Forgot your password?

Help us beat the bots

K66J MXWP

Enter the characters you see

Sign in

Don't have an account?   Sign up now

On the first page, <u>you will enter the email address that you would like to use to access the account</u>:

< Cancel

User Details

| Email Address | ... | * |

Send verification code

The system will then send a verification code to your email to ensure that it's valid. Please check your junk or spam folders for a verification code from Microsoft. Gmail addresses have been sending these codes directly to spam and junk mail folders and it will not show in your main mailbox. These codes also have a time limit on them, so they cannot be used after 15 minutes. Here's an example of what the email will look like:

From: Microsoft on behalf of Arkansas State Board of Pharmacy <msonlineservicesteam@microsoftonline.com>
Sent: Wednesday, April 30, 2025 11:31 AM
To: ASBP <asbp@arkansas.gov>
Subject: Arkansas State Board of Pharmacy account email verification code

You don't often get email from msonlineservicesteam@microsoftonline.com. Learn why this is important

Verify your email address

Thanks for verifying your asbp@arkansas.gov account!

Your code is: 829769

Sincerely,
Arkansas State Board of Pharmacy

This message was sent from an unmonitored email address. Please do not reply to this message.

Verification code has been sent to your inbox. Please copy it to the input box below.

asbp@arkansas.gov ▫ *

▪ *

Verify code   **Send new code**

Enter and verify the code and CAPTCHA. The system will then ask you to create a password.

New Password ▫ *

Confirm New Password ▫ *

If for some reason you get a message that the <u>email address has already been used</u>, you can go back to the main screen – your email address has already been used with some other Microsoft program and will use that same password. If you're not sure of your password, use the "Forgot Password" link.

The system will then ask you to use the Microsoft Authenticator App for Multi Factor Authentication. It will only ask you to do this on an initial account set up and you will only need to use your email address and password once you have created your account.

YOU WILL NEED TO SCAN THE QR CODE THROUGH THE MICROSOFT AUTHENICATOR APP.

IT WILL NOT WORK SCANNING IT JUST THROUGH THE CAMERA APP.

Download the Microsoft Authenticator using the download links for iOS and Android or use any other authenticator app of your choice.

GET IT ON Google Play   **Download on the App Store**

Once you've downloaded the Authenticator app, you can use any of the methods below to continue with enrollment.

Scan the QR code
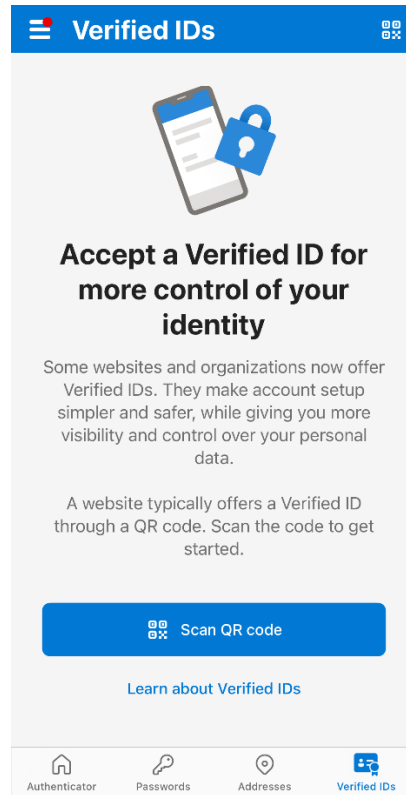Using your app scan this QR code and click "Continue".
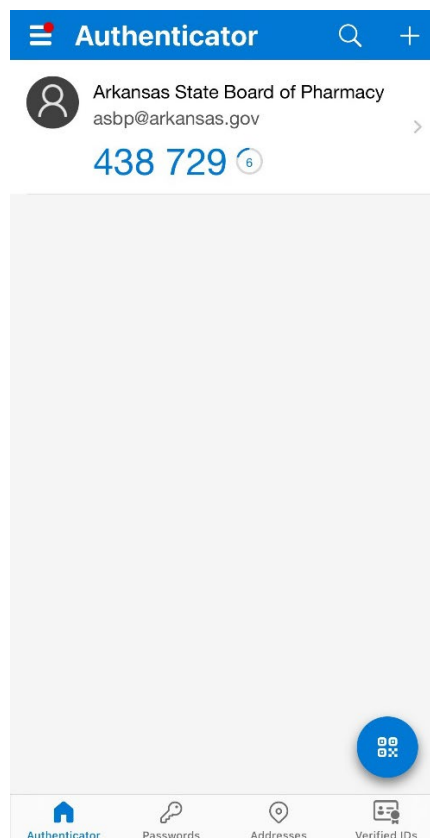

Can't scan? Try this

Still having trouble?

When you open the Microsoft Authenticator app to scan the QR code, you'll go under "Verified IDs" and hit "Scan QR Code."

Once you scan the QR code through the Authenticator app, it should generate a six-digit code. Click the "Continue" button and enter the code to continue verifying the account.

The system will then prompt you to link to a license already in the system. It will not find an account unless you are a licensed pharmacist, intern, or pharmacy technician in the state of Arkansas.

The system is looking to match the information already in our system. If you have had a name change and you know we still have your OLD information, enter that OLD information to link the account and it can be updated once the connection has been made. All contact information can be updated once the link is made. If you aren't sure how we have you listed in our system, please use the license verification site to find how we have your name listed.

Enter the following information to link your account:

First Name

[ ]

Last Name

[ ]

Last 4 Digits of SSN

[ ]

Please put your license number in the below field, if you are not currently licensed by ASBP or have not been previously licensed by ASBP then please put 0000 and select next.

[ ]

[Verify User]

It appears you do not have an existing account with the Agency. Click Next to create a new account, or contact the Agency for assistance.

[Next] [Cancel]

If you get this screen – click "Cancel."

==Your information does not match what is in the Board of Pharmacy system and will not pull over your license information. Call the Board to verify what information we have on file for you. Remember – this is only being used to match your account with what is in the Board system – you can change it to anything else once the match is made.==

When the connection is made, the system will open to show all the contact information on file for you as well as the status of your current license. From your overview page, you can request a name change, an address change, verify who we have listed as your employer, and print a copy of your current license. You can also renew your license when it's up for renewal.

Overview Page
Manage Facilities Page
Print Certificates Page
Applications Page
Renewals Page
School Page
Communication Center
Exam Score
Employment Information
Complaints
Complaint Status Page
Submit CE Hours Page
Individual Name Change
Address Change

Welcome to the Arkansas State Board of Pharmacy Online Services Portal
From here you can apply for a license, renew, update contact information and more. Select from your menu choices in the naviga

Physical Address
322 South Main Street
Suite 600
Little Rock, AR 72201
Mailing Address
322 South Main Street
Suite 600
Little Rock, AR 72201
Contact Info

Licenses

License Number	License Type	License Status	Expiration Date
PT00000	Pharmacy Technician License	Pending	12/31/2026
PT00000	Pharmacy Technician License	Active	12/31/2024

To renew:

Pharmacist license renewals open in October of 2025.

Pharmacy Technician license renewals closed in March of 2025, they are no longer up for renewal and a reinstatement application will need to be submitted.

Click on "Renewals Page" in the left-hand menu and click on the renew button to renew your current license. If it's currently up for renewal, a pending license will be listed with the option to renew.

	Status	License Type
Renew	Pending	Pharmacy Technician License

Licenses that show as pending are currently open for renewal. From your overview page, you can request a name change, verify who we have listed as your employer and print a copy of your license.

On the Renewal page, please review the requirements and complete.

Jennifer Burgin
Pharmacy Technician
License
App #: PT00000
Status: Pending

Requirements Page
Pay Invoices Page

Return to Dashboard

Incomplete Requirements

⌄ PHARMACY TECHNICIAN RENEWAL EMPLOYMENT QUESTIONS

⌄ RENEWAL FORM

⌄ PHARMACY TECHNICIAN RENEWAL FEE

Requirements Under Review
Completed Requirements

As the last step, on the "Pay Invoices" screen, be sure to select "Credit Card" under "Payment Type", then "Authorize Payment."

It's going to give you a pop-up screen that allows you to enter the information for credit card payment. Enter the credit card payor's information then hit next. **Be sure to enter an email address on this page, as this is where a receipt will be automatically emailed once payment is made.** Please be sure to look in your junk and spam folders for this email as it will be coming from support@ark.org. On the next page click this box to avoid having to reenter this information:

We went live with this system in October 2024 and are in the process of refining it. If you run into an issue, please contact us at asbp@arkansas.gov and let us know what the issue is, the license that you are having issues with, and a screenshot, if possible. We're trying to respond as quickly as possible, but we ask for your patience as we move everyone to the new system. Thanks!