

Preparation for Amateur Radio license examination

Exam Day

The FCC charges a fee to issue an initial license as well as for other FCC services. The FCC fee must be paid directly to the FCC not to an organization or exam team. View the fee filing guide and instructions on the [FCC Application Fee](#) webpage.

Exam sessions are conducted by volunteers working under the direction of the FCC and a Volunteer Exam Coordinator (VEC). There will likely be a charge for taking the exam. The exam fee is set by the VEC and is usually \$15 or less. Contact the exam session administrator to determine the fee that applies to the exam session you plan to attend, the documents required and to verify the session date and time. VEC organizations may have different policies regarding candidate procedures and requirements.

ARRL will cover the one-time \$35 FCC application fee for new license candidates younger than 18-years old for tests administered under the ARRL VEC program. The \$35 FCC application fee will be reimbursed after the [ARRL VEC](#) receives the completed reimbursement form and the new license has been issued by the FCC. The reimbursement check will be mailed to the fee payer. Also, candidates younger than 18-years old would pay a reduced exam session fee of \$5 to the ARRL VEC VE team at the time of the exam. Visit the [Youth Licensing Grant Program](#) webpage for more information and for the reimbursement instructions.

Not licensed? Find out [why you should get licensed](#).

What to Bring to an ARRL Exam Session:

1. MANDATORY BEFORE THE EXAM

FCC Registration Number (FRN): Examinees are required by the FCC to submit your FRN with your license application form. New license applicants must create an FCC user account and register their Social Security Number (SSN) in the FCC Commission Registration System ([CORES](#)) before attending exam sessions. Registrants will be assigned an FRN which will be used in all license transactions with the FCC. For instructions on how to register your SSN and receive an FRN from the FCC, visit the [CORES Registration](#) page and the [FCC's Registration instructions](#) page. Per FCC rules, a valid **email address** is also **mandatory** on the application form to receive FCC correspondence, including the official copy of your Amateur Radio license.

2. One legal photo ID (identification):

- a. State Driver's License
- b. Government issued Passport
- c. Military or Law Enforcement Officer Photo ID card
- d. Student School Photo ID card
- e. State Photo ID card

3. If no photo ID is available, two forms of identification:

- a. Non-photo State ID card (some states still have them)
- b. Birth certificate (must have the appropriate seal)
- c. Social security card
- d. Employer's wage statement or Minor's work permit
- e. School ID card
- f. School or Public Library card
- g. Utility bill, bank statement or other business correspondence that specifically names the person; or a postmarked envelope addressed to the person at his or her current mailing address as it appears on the Form 605.

Preparation for Amateur Radio license examination

4. Students/minors without a photo ID need to bring only one of the above items if a legal guardian presents their photo ID; otherwise two non-photo IDs are required. ARRL will cover the one-time FCC application fee for new license candidates younger than 18-years old for tests administered under the ARRL VEC program. Candidates younger than 18-years old would pay a reduced exam session fee of \$5 to the ARRL VEC VE team at the time of the exam. Visit the [Youth Licensing Grant Program](#) webpage for more information and for the reimbursement instructions. Minor children (under the age of 18) may be accompanied in the room by an adult during the test.
5. If applicable, bring a printed copy of your Amateur Radio license or be able to show proof of the license in the official [FCC database](#). Acceptable copies or printouts of licenses are available from the following sources: the official license or [reference license](#) printed from the FCC website or license data printed from the [ARRL](#) website or [QRZ](#) website. The original(s) and photocopy(s) of any Certificates of Successful Completion of Examination (CSCE) you may hold from previous exam sessions. If your license has already been issued by the FCC, the CSCE showing license credit is not needed. The candidate is required to show proof of the current license to the team but the team is no longer required to submit the proof to the VEC. Expired license proof must be submitted to the team and to the VEC for processing to FCC. These photocopies will not be returned. Instructions on how to obtain an official FCC license copy are on our [Obtain License Copy](#) web page.
6. Two number two pencils with erasers and a pen for in-person sessions.
7. A calculator with the memory erased and formulas cleared is allowed. You may not bring any written notes or calculations into the exam session. Slide rules and logarithmic tables are acceptable, as long as they're free of notes and formulas. Cell phone must be silenced or turned off during the exam session and the phones' calculator function may not be used. In addition, iPhones, iPads, Androids, smartphones, Blackberry devices and all similar electronic devices with a calculator capability, may NOT be used.
8. Bring a check, a money order or cash to cover the exam session fee(s). Check the ARRL VEC's current [exam fees](#).
9. Be aware that some information about you will be made publicly available on the FCC's website ([FCC Licensee Privacy](#)) including a felony conviction status. All applicants must answer the Basic Qualification Question (felony conviction status question) on the 605 Form at the exam session. Applicants that answer "YES" for the question must follow these FCC procedures: [FCC qualification question instructions](#)

Ready to Take the Exam?

Find an [in-person exam](#) session near you.

Find an [online exam](#) team.



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FCC Application Fee

- FCC Forms
- FCC Application Fee**
- Instrucciones de la tarifa de solicitud de la FCC
- FCC Qualification Question
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- Club Call Signs
- Special Event Call Signs
- Expired License Credit
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- FCC License Counts
- Cancelling a License
- Commercial Licenses

FCC Application Fee Instructions

FCC \$35 Amateur Application Fees Effective April 19, 2022

The FCC released a [Public Notice](#) on March 23, 2022, stating that the amateur radio application fees, including those associated with Form 605 application filings, are effective April 19, 2022. The Federal Communications Commission's authority to impose and collect fees is mandated by Congress.

The \$35 application fee applies to new, renewal, rule waiver, and modification applications that request a new vanity call sign. The fee is per application.

Administrative updates, such as a change of name, mailing or email address, and modification applications to upgrade an amateur radio licensee's operator class or to request a sequentially issued call sign, are exempt from fees.

Filing Online with the FCC: For license applicants filing online directly with the FCC in the [ULS License Manager System](#), if a payment is required, the system will automatically direct you to the CORES system. Log in and pay the fee. CORES payment [instructions](#).

Filing with a VEC: If paying a fee for an application filed by a VEC organization, please use the CORES FRN Registration system ([CORES - Login](#)). The candidate will have 10 calendar days, from the date of the application file number being issued, to pay. Login and pay as soon as the application is in the FCC system. CORES payment [instructions](#).

Vanity Call Signs: The FCC staff has suggested that applicants for vanity call signs should first ensure the call signs requested are available and eligible for their operator class and area, and then request as many call signs as the form allows to maximize their chances of receiving a call sign. Applicants applying for a specific (vanity) call sign will need to independently research the [FCC license](#) and [application](#) databases before deciding to file an application. There are some suggestions on "[Locating Available Call Signs](#)" on the ARRL website.

Refund Requests: The FCC stated that although the application fees for applications processed and dismissed may not be refunded, it is within a licensee's rights to request a refund. The FCC cannot predict the amount of the refund, nor if the refund will be issued. Refunds are reviewed by the Commission on a case-by-case basis in accordance with Rule Sections 1.1113 and 1.1160. This includes vanity requests where the applicant does not receive the requested



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call sign. Follow the FCC's [how to get a refund for a dismissed/withdrawn/deleted application](#) instructions found on their FAQ page.

Returned applications that are missing information will not require an additional fee if the missing information is submitted to the FCC within the proper amount of time.

VECs and Volunteer Examiner (VE) teams should not collect the \$35 fee at exam sessions. The FCC fee must be paid online directly to the FCC not to the VE team or organization processing the application form. VEC and VE team licensing procedures are unchanged. New applicants will pay the \$15 exam session fee to the ARRL VE team as usual, and pay the \$35 application fee directly to the FCC by using the CORES FRN Registration system ([CORES - Login](#)). CORES payment [instructions](#).

When the FCC receives the examination information from the VEC, it will email a link with payment instructions to each qualifying candidate. The candidate will have 10 calendar days, from the date of the application file number being issued, to pay. After the fee is paid, and the FCC has processed an application, examinees will receive a second email from the FCC with a link to their official license or, in very rare instances, an explanation for why the application was dismissed or denied. The link will be valid for 30 days.

** Applicants do not have to wait for the FCC email to pay the fee. They can look up their application in the FCC application search system using their FRN: <https://wireless2.fcc.gov/UISApp/ApplicationSearch/searchAppl.jsp> If the applicant has a pending application in the system, that means the VEC has submitted the application to the FCC, and the fee can be paid by logging into the CORES system. **

If an applicant fails to pay within the 10-day window, the application will be dismissed by the FCC. The application will have to be refiled to the FCC which will restart the 10-day window.

Exam candidates do not have to retest if the 10-day payment window is missed. An application can be refiled to the FCC, by the coordinating VEC, at any time before the CSCE expires. Contact the VEC listed on your CSCE to have the application refiled to the FCC.

Per usual procedures, examinees that pass multiple exams at one session, will have one application transmitted to the FCC reflecting the highest level license class earned. Again, our VEC procedures have not changed. The new license candidates have an extra step before the license is issued. VE teams can point candidates to our [FCC Application Fee](#) webpage. Our new ARRL VEC CSCEs also include information about the application fee and points candidates to the webpage. The FCC rule pertaining to CSCEs will not change. CSCE credit will continue to be valid for 365 days, starting from the date of issuance.

Fees effective April 19, 2022

The FCC fee must be paid online directly to the FCC not to the VE team or organization processing the application form.

FEE FILING GUIDE:

INDIVIDUALS

\$35 FEE: new, renewal, rule waiver, and modification applications that request a new vanity call sign. The fee is per application.

NO FEE: administrative updates, such as a change of name, mailing or email address, modification applications to upgrade an amateur radio licensee's operator class or to request a sequentially issued call sign and license cancellation.

AMATEUR RADIO CLUBS

\$35 FEE: new, renewal, rule waiver, and modification applications that request a new vanity call sign. The fee is per application.

NO FEE: administrative updates, such as a change of name, change of trustee, mailing or email address, modification applications to request a sequentially issued call sign and license cancellation.

[Español - Instrucciones de la tarifa de solicitud de la FCC](#) - updated April 25

For assistance, call the FCC Licensing Support Center at 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET), or submit a help request on the [FCC's Wireless Licensing Help Center](#) website.

FCC Registration Help:

<https://apps.fcc.gov/cores/publicHome.do?help=true>

Personal Service and Amateur Application Fees - Fee Filing Guide:

<https://www.fcc.gov/wireless/systems-utilities/universal-licensing-system/wireless-fees/personal-service-and-amateur>

CORES payment system information:

<https://www.fcc.gov/licensing-databases/fees/cores-payment-system>

CORES payment instructions:

<https://www.fcc.gov/payment-process-uls-individual-filers>

Access CORES with a (Payer) FRN:

<https://apps.fcc.gov/cores/paymentFrnLogin.do>

FCC CORES Video Tutorials:

<https://www.fcc.gov/licensing-databases/fcc-registration-system-cores/commission-registration-system-video-tutorials>



[Licensing, Education & Training >> FCC License Info and Forms >> FCC Application Fee](#)

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Youth Licensing Grant Program

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ARRL Youth Licensing Grant Program Information

The ARRL Youth Licensing Grant Program, in effect since April 19, 2022, covers the one-time \$35 application fee for new license candidates younger than 18-years old for tests administered under the ARRL Volunteer Examiner Coordinator ([ARRL VEC](#)) program.

The \$35 FCC application fee will be reimbursed after the [ARRL VEC](#) receives the completed reimbursement form and the new license has been issued by the FCC. The reimbursement check will be mailed to the fee payer.

Additionally, candidates younger than 18-years old would pay a reduced exam session fee of \$5 to the [ARRL VEC](#) VE team at the time of the exam. The \$5 fee is for all candidates under the age of 18 regardless of the exam level taken. Proof of under 18 status is required at the session ([what to bring to an exam session](#)).

The program is sponsored by ARRL The National Association for Amateur Radio®.

INSTRUCTIONS

- ARRL VE Team Instructions and Information

Candidates younger than 18-years old will pay a reduced exam session fee of \$5 to the ARRL VEC VE team when taking an exam. Proper identification must be presented to and verified by the team, per the procedures for all exam candidates ([what to bring to an exam session](#)). The \$5 fee is for all candidates under the age of 18 regardless of the exam level taken. Please indicate the number of youth candidates in the notes section of the test report or the notes section of the session upload page (eg: 2 youth out of 10 candidates). A new ARRL VEC [Test Report](#) displaying the youth fee information is available. An [interactive version](#) of the report is also offered.

VE teams may continue to retain up to \$7 per candidate for necessary and prudent expenses specifically related to exam administration. Only the amount needed to offset out-of-pocket expenses incurred can be retained. Fees may not be kept if no expenses were incurred.

Additionally, ARRL will cover the one-time \$35 application fee for new license candidates younger than 18-years old for tests administered under the ARRL VEC. The \$35 FCC application fee will be reimbursed after the ARRL receives the completed grant reimbursement form and the new license has been issued by the FCC. The reimbursement check will be mailed to the fee payer listed on the form.

The completed grant reimbursement form can be uploaded by the VE team with their e-filed exam session or mailed with their exam session package. The form can also be faxed (860-594-0339) or emailed to the [ARRL VEC](#) department by the

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FCC Registration

[FCC](#) > [FCC Registration](#) > User Login

[< FCC Site Map](#)

FCC Registration - LOGIN

You are accessing a U.S. Government Information System. Information system usage may be monitored, recorded, and subject to audit. Unauthorized use of the information system is prohibited and subject to criminal and civil penalties. Use of the information system indicates consent to monitoring and recording.

Welcome to the COmmission REgistration System (CORES).

If you DO NOT have an FCC Username, please click the "REGISTER" button below to register an FCC Username.

CORES allows you to:

- Register and Manage the 10 digit FCC Registration Number (FRN).
- View financial standing (RED or Green Light Status) with the FCC and make payments.
- Retrieve payments awaiting completion.
- Enter and pay Application fees manually.
- Retrieve and pay ULS fees.
- File and pay annual Regulatory Fees.
- Manage Incentive Auction financials.

Click [Here](#) for CORES Tutorial Videos.

[News releases](#) related to the FCC Registration Number.

IMPORTANT NOTICE TO ALL CORES USERS: To enhance security, beginning March 29th 2024, 2-step authentication will be mandatory for all Username accounts. A security code will be send to the Username account e-mail as well as any secondary e-mail provided. Please ensure your FCC username is up to date and that you have access to the corresponding email inbox. If you no longer have access to the corresponding email inbox, please go to the FCC User Registration System and update your FCC username information as soon as possible. Thank you for your cooperation in ensuring the security of your accounts. For more information, please refer to the Public Notice here: <https://www.fcc.gov/document/new-security-safeguards-users-commission-registration-system>

Username Login

Note: The Username is the email address associated with your FCC Username Account.

Username:

Password:

Need a Username?

Forgot/Reset your [Username Password?](#)

Check [Username Availability](#)

Search for public FRN information

Customer Service

[Help](#)

[Frequently Asked Questions](#)

[FCC Privacy Policy](#)

[Privacy Act Statement](#)

[FCC Home Page](#)

For assistance, please submit a help request at <https://www.fcc.gov/wireless/available-support-services> or call 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET).

Current Version: 3.2.1



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- [Wireless Licensing Help Center](#)
- [Universal Licensing System \(ULS\) Resources](#)

New Users Guide To Getting Started With Universal Licensing System (ULS)

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[Updating FRN Information in ULS](#)

[Withdrawing an Application in the ULS](#)

[FAQ ULS Automated Termination Process](#)

[New Users Guide ULS](#)

[Renewing a License in ULS](#)

[Resetting an FRN Password in the ULS](#)

[SEARCH - Find Licenses, Applications & Ownership Information](#)

[Updating Administrative Information on a License in the Universal Licensing System \(ULS\)](#)

[Uploading Attachments - ULS](#)

[Wireless Telecommunications Bureau Upgrades ULS To Accept Electronic Maps](#)

The Universal Licensing System (ULS) allows you to use any PC with Internet access to research, manage, renew, and pay any applicable fees for your wireless licenses through a password-protected account. ULS frees you from having to fill out and mail paper application, and gives you secure, online access to your licenses and pending applications.

- [REGISTER - Get Your FRN & Password](#)
- [FRN Password and Personal Security Question \(PSQ\)](#)
- [Amateurs](#)

REGISTER - Get Your FRN & Password

Before using ULS, you must first register with the FCC's Commission Registration System (CORES) to receive an FCC Registration Number (FRN).

To determine if you already have an FRN associated with an existing license, use [ULS License Search](#) and search by Call Sign or By Name. The FRN will appear on the search results page and the License Detail page for each license. To determine the FRN associated with existing antenna structure registrations, use [ASR Registration Search](#), and search by Registration Number, FAA Study, or Owner Name. Your FRN will be displayed on the Owner Tab within the registration record. After determining your FRN, choose Online Filing from the [ULS Home page](#).

Getting Started With Universal Licensing System (ULS)

New Users Guide to Getting Started With Universal Licensing System (ULS)
[FILE - Use ULS Online Filing](#)
[SEARCH - Find Licenses, Applications & Ownership Information](#)

Note: You may hold multiple FRNs from the Commission, but each call sign or ASR number can be associated with only one FRN.

Follow these steps to register in CORES -

1. On the [ULS Home page](#), select New User & Registration.
2. From the FCC Registration - Login page, click the "REGISTER" link under "Need a Username?"
3. Fill in the requested information; items noted with an * indicate required information. Then click "Create Account".
NOTE: The password must be 12 to 15 characters long, cannot include any part of your Username, and must meet all of the following criteria: 1 lower case letter, 1 upper case letter, 1 number, and 1 punctuation mark/special character.
4. Once your FCC Username Account has been created, you will be directed to a Create New Account - Confirmation page. Note: Your FCC Username Account will not be activated until you have verified the email address provided. You will receive an email from FCCRegistration@fcc.gov to the email address provided as the username. Access the email and follow the instructions within the email to activate your Username Account. An FCC Registration Number (FRN) is not automatically associated to your FCC Username Account when it's created. You will need to log back in to CORES to create an FRN.
5. Once you have verified your email address, log in to [CORES](#) using your Username and password.
6. Click on "Register New FRN"
7. You will be prompted to register as an Individual or Business Entity. Note: If you are registering as an individual you will be asked to select either a CORES FRN Registration or Restricted Use FRN. Restricted Use FRN's can only be used for reporting individuals on Form 323 (Ownership Report for Commercial Broadcast Station) and Form 323-E (Ownership Report for Noncommercial Educational Broadcast Station). Unless you are registering an FRN to use on a Form 323 and Form 323-E, please register a CORES FRN Registration.
8. Fill in the requested information; items noted with an * indicate required information. Then click "Submit".
9. CORES will present you with a confirmation page which includes your new FRN. We recommend printing this page for your records you will need to use your FRN and password to apply for and manage licenses within ULS and antenna structures within ASR.
10. Under the heading "To continue on to another FCC Filing system," choose ULS.
11. An intermediate screen will appear. If you have existing call signs or antenna structure registrations (but were not previously assigned an FRN), you must "associate" these records with your newly-issued FRN in ULS. Select ULS License Manager to associate call signs with your FRN. To associate ASR numbers with your FRN, select ASR Online Filing.

Note: When you login to ULS or ASR to submit a New application or register an antenna structure, make sure you use the FRN you want associated with that filing.

You may return to the CORES registration facilities at any time to update your login information.

FRN Password and Personal Security Question (PSQ)

Your FRN password ensures that only you and your authorized representatives are able to update your FRN registration information and make changes or updates to your ULS applications, licenses, or antenna structure registrations. Your password must be 12 to 15 characters long and is case-sensitive. The Personal Security Question (PSQ) provides users the ability to associate their new CORES username accounts to an FRN that was established in the old CORES system. Individuals can choose from question types commonly used in industry such as "Your mother's maiden name," "Your favorite pet's name," and "City of your birth." Business entities can choose from predefined question types appropriate to their needs, such as "Internal employee ID." If you are not satisfied with the question types provided, you may define your own custom question type using the "Custom Personal Security Question" option. Simply select 'Custom Personal Security Question' from the dropdown box, then provide your custom question and corresponding answer in the entry blanks provided.

Amateurs

For those interested in taking an Amateur License test, we strongly recommend that you pre-register before the examination. [Amateur Clubs](#) need to contact a Club Administrator.

Next >> [FILE: Using ASR Online Filing](#)

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Tags:

[Licensing & Registration](#) -

[Universal Licensing System](#) -

Updated:

Tuesday, April 4, 2023

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Universal Licensing System

FCC > WTB > ULS > Online Systems > License Search

[FCC Site Map](#)

License Search

[? HELP](#)

The ULS License Search enables you to search for a wide range of licenses in the Universal Licensing System. The License Search here provides access to the most basic attributes of a license. You can also specify more attributes combinations with the [Advanced Search](#) and search within services like [Amateur](#) using service-specific criteria. Please be aware that some combinations of search criteria may result in a longer wait.

License Search

By Call Sign =

exact matches only

[▶ Advanced License Search](#)

Advanced Search

Want to search for licenses of any radio service code based on combinations of general license attributes?

[**Advanced License Search**](#)

Advanced License Search includes:

- ▶ Licensee State, ZIP, and Name
- ▶ Dates (Grant, Last Action, etc)
- ▶ License Status
- ▶ Radio Service Code
- ▶ And more.

Service Specific Search

Want to search for licenses within a service using criteria relevant to that specific service?

- ➔ [Aircraft](#)
- ➔ [Amateur](#)
Vanity Call Signs, Operator Class, and more.
- ➔ [Commercial/Restricted Permits](#)
Operator Class, COLEM, and more.
- ➔ [GMRS](#)
- ➔ [Ship](#)
MMSI#, Ship Name, and more.

Specialized Search

Want to use customized criteria to search for a license within all relevant services?

- ➔ [Market Based](#)
Search by auction number, markets, channel block and more.
- ➔ [Site Based](#)
Search by station class, frequency, Antenna Structure Registration (ASR) number, and more.
- ➔ [Facility ID](#)
Search by Facility Identification Number for Broadcast Auxiliary Licenses.
- ➔ [Geographic](#)
Search by coordinates, county/state, address and frequency information.
- ➔ [Buildout Deadline](#)
Search by Buildout Deadline information, auction, radio services, and more.
- ➔ [Lease Specific](#)
Search by Lease information.
- ➔ [800 MHz Reconfiguration Search](#)
Search by call sign, NPSAC region, frequency range, and more.



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Website Search
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Call Sign / Name Search

FCC License Data Search

Includes FCC actions through Apr 07, 2024

Search by:

▶ Call Sign: _____

▶

▶ Name: _____

▶ City: _____

▶ State: _____

▶ ZIP Code: _____

▶ Type: Any Individuals Clubs

▶ License All

Class: _____

▶

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CQMM DX CONTEST
www.cqmmdx.com
 Your participation is very important! ▶ Start Time : 09:00 UTC (Saturday) ◀

Date
**April, 20 / 21
 2024**

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Obtain License Copy

- FCC Forms
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- FCC Qualification Question
- FCC Licensee Privacy
- Obtain License Copy**
- Universal Licensing System
- Vanity Call Signs
- Club Call Signs
- Special Event Call Signs
- Expired License Credit
- Call Sign Renewals or Changes
- FCC License Counts
- Cancelling a License
- Commercial Licenses

How to Obtain an Official FCC License Copy

On December 30, 2020, the FCC Wireless Services ceased the printing of paper licenses. The FCC will now only provide these documents electronically via download or by email.

There are a number of ways a license holder can obtain an official FCC copy of their license. The official license will display the FCC logo and the watermark "Official Copy" will be splayed across each page of an official authorization from FCC.

Detailed instructions and resources are located on the FCC website:
[How to obtain FCC license copy](#)

For additional help, instructions, or assistance, call the FCC Licensing Support Center at 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET), or submit a help request on the [FCC's Wireless Licensing Help Center](#) website.

Instructions

1. Download and Print License: Log into the FCC ULS [License Manager System](#) with the FRN (FCC Registration Number) and password to 'Download the Electronic Authorization' of your official license. On the 'Download Electronic Authorizations' page the license holder will add their call sign to the 'Authorizations to Download' and then click download. The PDF of the license can be saved to a computer and printed later or the file can be opened and printed immediately.

Clubs will login to the FCC ULS [License Manager System](#) using the club's FRN (FCC Registration Number) and the club's CORES/License password and follow the same steps above.

If you don't have the password to login, visit FCC's password reset page <https://apps.fcc.gov/coresWeb/enterFrnForPwdReset.do> or call the CORES help desk for password reset instructions. FCC CORES/FRN Help Line: 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET).

Licensees can log into the ULS [License Manager System](#) with their 10-digit FRN (FCC Registration Number) and password at any time to view and manage



your license and applications, print your license, and update anything in your FCC license record, including adding an email address.

Detailed instructions can be found on the FCC's [How to obtain FCC license copy](#) webpage.

2. Receive License via Email: When modifying, renewing, or updating a license, a licensee who already has an FCC Registration Number (FRN) and provides a valid email address under "Applicant Information" while logged in to the ULS system will receive an official ULS-generated electronic authorization via email. Clubs that enter a valid email address on a 605-C Club application form will receive an electronic authorization via email.

The action of adding a valid email address into the FCC system is mandatory and can also be performed by a VEC filing new, upgraded, modified, or renewed licenses on behalf of applicants or clubs. All exam applicants are required to include a valid email address on their NCVFC 605 form, in order to receive their license electronically.

=====

ADDITIONAL INFORMATION

Use the [Universal Licensing System](#) landing page for searches, filings, and payments.

An unofficial "reference copy" can always be printed from the FCC's ULS License database [License Search](#) web page.

Licensees can log into the ULS [License Manager System](#) with their 10-digit FRN (FCC Registration Number) and password at any time to view and manage your license and applications, and update anything in your FCC license record, including adding an email address.

Forgot your password? For assistance, call the FCC Licensing Support Center at 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET), or submit a help request on the [FCC's Wireless Licensing Help Center](#) website.

New licensees must register their SSN (social security number) with the FCC and receive an FRN before the exam date. Go Now: [FCC Registration and Login](#)

New club station license applicants must register their club information with the FCC and receive an FRN before the club application is submitted to ARRL. This FRN number should be included on the club application form so it can be associated to the new club station license and station call sign.

Go Now: [FCC Registration and Login](#)





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Information about how your FCC license information is made publicly available

You should be aware that, as an applicant for an FCC Amateur Radio License, some information about you will be made publicly available via the FCC's [Universal Licensing System](#) (ULS), specifically information you submit on the [NCVEC 605 form](#) will be published:

- Your name
- Your mailing address
- Your license call sign and license class
- Your FCC registration number
- Felony conviction status ([FCC Qualification Question](#))
- Various transaction dates, administrative review statuses, etc.

You can read more about the [FCC Privacy Act information](#) for [Wireless Services Licensing Records](#).

Social security numbers, phone numbers, and email addresses are never published.

If you do not want your home address to be public information when the new license is issued, an alternative address, such as a PO Box or work address, would be acceptable.

For additional help, instructions, or assistance, call the FCC Licensing Support Center at 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET), or submit a help request on the [FCC's Wireless Licensing Help Center](#) website.



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Form 605: FCC Basic Qualification Question

The FCC basic qualification section of the 605 Form (FCC, NCVEC, and Club) includes a question regarding whether an applicant has been convicted of a felony in any state or federal court. Applicants answering yes must supply an explanation to the FCC.

This section enables the FCC to determine whether an applicant is eligible under §§ 310(d) and 308(b) of the Communications Act of 1934, as amended, to hold or have ownership interest in a station license. Applicants are required to answer the question only if they are filing any Form 605 for one of the following purposes indicated: New, Amendment, Modification (Upgrade or Call sign change), Renewal Only, or Renewal/Modification. Applicants using any Form 605 for any other purpose are not required to answer this question.

The FCC public notice about the qualification section can be found here: https://apps.fcc.gov/edocs_public/attachmatch/DA-17-741A1.pdf

For additional help, instructions, or assistance, call the FCC Licensing Support Center at 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET), or submit a help request on the [FCC's Wireless Licensing Help Center](#) website.

FILING ONLINE DIRECTLY WITH THE FCC:

Instructions when answering "YES" to the Basic Qualification Question. When filing an application for a license renewal or vanity call sign request, have your explanation file ready to attach to the application. See the CHECK LIST below for information that should be included in the explanation. If the applicant does not request confidential treatment, the explanation will be publicly viewable in ULS. In order to seek confidential treatment, the applicant must attach a separate request that the material not be made available for public inspection. The request must contain a statement of the reasons for the request and identify the portion(s) of the response for which confidential treatment is requested. It is not sufficient to simply mark the explanation document as "Confidential." Applicants may request confidentiality for all documents submitted with the application, not just basic qualification question exhibits. File online via the FCC ULS [License Manager System](#) with the license FRN (FCC Registration Number) and password.

EXAM CANDIDATES:

DO NOT PRESENT DOCUMENTS AT THE EXAM SESSION OR TO THE EXAM TEAM. Candidates answering "YES" to the basic qualification question must file documents directly to the FCC following the procedures outlined below.

ABR INDUSTRIES
Have a new radio in the shack?



Buckmaster OCF Dipole Antennas

Built with the highest quality materials

ABR INDUSTRIES
Have a new radio in the shack?

VEC FILED FORMS: Instructions and Procedures when answering "YES" to the Basic Qualification Question

Follow these procedures when an application is filed to the FCC by the VEC. If the answer to the basic qualification question (felony question) is 'YES', submit as an exhibit a statement explaining the circumstances and a statement giving the reasons why the applicant believes that grant of the application would be in the public interest notwithstanding the actual or alleged misconduct.

Find your FCC Application File Number:

<http://wireless2.fcc.gov/UIsApp/ApplicationSearch/searchAdvanced.jsp>

Applicants must send the explanation and [the application file number](#) via email to attach605@fcc.gov.

The applicant is required to provide an explanation [within 14 days of the application data being submitted to the FCC](#). Failure to do so may result in the application dismissal without action. The applicant must provide sufficient information for the FCC to determine whether there exists any material and substantial question of fact regarding whether the applicant has the character qualifications to be a Commission licensee.

PLEASE DO NOT AMEND OR ALTER THE APPLICATION THROUGH THE ENTIRE PROCESS (including the waiting period for the FCC to make a determination about the license issuance).
AMENDING WILL RESULT IN THE IMMEDIATE DISMISSAL OF YOUR APPLICATION.

[There is no set checklist of items, but useful information includes:](#)

- list all felony charges of which you were convicted (this part is mandatory)
 - a detailed description of the conduct that resulted in the conviction or guilty plea, including time and place
 - the date of the conviction or guilty plea
 - the punishment that was imposed, and whether the sentence has been completed, or the applicant is still under any restriction or condition resulting from the conviction or guilty plea
 - any efforts taken to remedy the wrongs committed and ensure that the applicant will not engage in such conduct in the future.

Additionally, if the applicant responds 'YES' to this question and has previously provided a statement and explanation regarding the circumstances as an attachment to a prior application filed in ULS, and the facts and circumstances are unchanged, the applicant may refer to the previous application by identifying the application file number and indicating the disposition of the prior application.

[Confidential Treatment of Applicant Information](#)

If the applicant does not request confidential treatment, the explanation will be publicly viewable in ULS. If the applicant requests that the explanation be confidential, it will not be visible to the public. However, in order to seek confidential treatment, the applicant must include a separate request that the

material not be made available for public inspection. The request must contain a statement of the reasons for the request and identify the portion(s) of the response for which confidential treatment is requested. It is not sufficient to simply mark a document as "Confidential." All attachments, confidential or non-confidential should be accompanied by an application file number, to ensure that the explanation is attached to the proper filing. Applicants may request confidentiality for all documents attached to files, not just basic qualification question exhibits.

Privacy

Applicants should be aware, that in connection with applications for Amateur Radio licenses, the Federal Communications Commission will collect and make publicly available certain information about you: [FCC Licensee Privacy](#)

14 Day Filing Window

The applicant is required to provide an explanation within 14 days of the application data being submitted to the FCC. If documents are not sent to the FCC during the 14 day filing window, the application will be dismissed without action.

If the application is dismissed, contact the VEC organization that coordinates your exam team. The VEC will be able to resubmit the application data to the FCC. This action will start a new 14 day filing window and create a new FCC application file number which must be referenced when submitting the qualification exhibit statement.



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[Wireless Telecommunications Bureau Upgrades ULS To Accept Electronic Maps](#)

CORES Payment Process – Individual Filers

Users need to login to the COmmission REgistration System (CORES) to pay fees.

If you do not have a Username Account, set-up instructions can be found

here: https://apps.fcc.gov/cores/html/Register_New_Account.htm. Once you have set up your Username Account you must link your FRN to your account. All new FRN's requested when logged into your Username Account are automatically linked to that account.

Accessing CORES

Log into CORES at <https://apps.fcc.gov/cores> with your FCC Username and password (see Figure 1).



Filers can associate a registered username to an existing FCC Registration Number (FRN) via CORES. The payor FRN must be associated with the Username Account for the payment information to display.

To view step-by-step instructions on how to accomplish the association, please visit https://apps.fcc.gov/cores/html/Associate_Username_to_FRN.htm

The CORES main menu displays after users login with Username and Password, select “[Manage Existing FRNs | FRN Financial | Bills and Fees](#)”, (see *Figure 2*)



Figure 2: CORES Main Menu

Select, “FRN Financial” (see *Figure 3*)

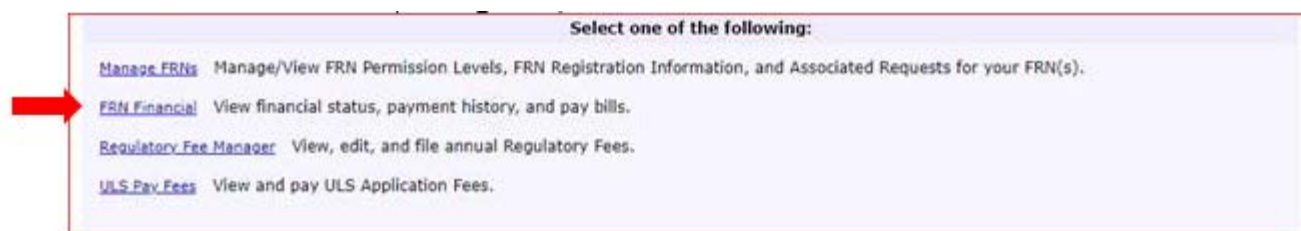


Figure 3: Manage Existing FRNs Sub Menu

On the FRN Financial Dashboard, Click “View/Make Payments” (see *Figure 4*)

**Note: If you have multiple FRN’s associated to your Username, they will all be listed here.*



Figure 4: FRN Financial

From FRN Financial, select the “Awaiting Payment Completion” tab (see *Figure 5*). To continue, click “Make Payment”

FRN Financial



Figure 5: FRN Financial – Awaiting Payment Completion Tab

Once you select “Make Payment”, you’ll be taken to Payment Summary Screen: (see Figure 6). You will be given 4 options to make payment on the File Number(s) selected:

- ACH (electronic debit) from a checking or savings account
- Pay by Credit or Debit Card
- Wire Transfer
- Pay by Check/Money Order (*Note – payment must be received by U.S. bank within 10 days of receipt of application in the Universal Licensing System (ULS). Checks are no longer accepted for regulatory fees.) Applicants are highly encouraged to submit payment electronically.

Select the “Payer FRN” from the drop down box, and click “Continue” under the payment option you choose. Complete the payment.



Figure 6: Payment Summary

Viewing Payment History

Users with permissions to view financial information may also view the Payment History by selecting the “Payment History” tab from the FRN Financial screen (Figure 9). NOTE: by default, the payment history tab will show 6 months of data. Use the REFINE SEARCH button to change the filter and see payments within a different time range.



Figure 9: FRN Financial Tabs

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[Wireless Telecommunications](#)

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Updated:

Friday, December 16, 2022

Federal Communications Commission

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Universal Licensing System

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Application Search

 [HELP](#)

The ULS Application Search enables you to search for a wide range of applications in the Universal Licensing System. The Application Search below provides access to the most basic attributes of an application. You can also specify more attribute combinations with the [Advanced Search](#), search within services like [Amateur](#) and [Aircraft](#) using service-specific criteria, and perform specialized searches such as [Market-Based](#) and [Geographic](#).

Application Search

By File Number


SEARCH

exact matches only

[▶ Advanced Application Search](#)

Advanced Search

Want to search for applications of any radio service code based on combinations of general application attributes?

 [Advanced Application Search](#)

Advanced Application Search includes:

- ▶ Applicant State, ZIP, and Name
- ▶ Dates (Receipt, Action, etc.)
- ▶ Application Status
- ▶ Application Purpose
- ▶ And more.

Service Specific

Want to search for an application within a service using criteria relevant to that specific service?

→ [Aircraft](#)

→ [Amateur](#)

Vanity Call Signs, Operator Class, and more.
Select [Vanity Search](#) to see if a call sign has already been submitted on a vanity application.

→ [Commercial/Restricted Permits](#)

Operator Class, COLEM, and more.

→ [GMRS](#)

→ [Ship](#)

MMSI#, Ship Name, and more.

Specialized Search

Want to use customized criteria to search for an application within all relevant services?

→ [Market Based](#)

Search by auction number, markets, channel block, and more.

→ [Site Based](#)

Search by station class, frequency, Antenna Structure Registration (ASR) number, and more.

→ [Facility ID](#)

Search by facility identification number.

→ [Geographic](#)

Search by coordinates, county/state, address, and frequency information.

→ [Link Registration ID](#)

Search by link registration identification number.

→ [NG Number](#)

Search by the Interdepartment Radio Advisory Committee (IRAC) coordination number.

→ [Secondary Markets Search](#)

Search by Assignment information, transfer information, date information, and more.

→ [Ownership Search](#)

Search for Ownership Disclosure Filings by Filing



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FCC Application Fee Instructions

FCC \$35 Amateur Application Fees Effective April 19, 2022

The FCC released a [Public Notice](#) on March 23, 2022, stating that the amateur radio application fees, including those associated with Form 605 application filings, are effective April 19, 2022. The Federal Communications Commission's authority to impose and collect fees is mandated by Congress.

The \$35 application fee applies to new, renewal, rule waiver, and modification applications that request a new vanity call sign. The fee is per application.

Administrative updates, such as a change of name, mailing or email address, and modification applications to upgrade an amateur radio licensee's operator class or to request a sequentially issued call sign, are exempt from fees.

Filing Online with the FCC: For license applicants filing online directly with the FCC in the [ULS License Manager System](#), if a payment is required, the system will automatically direct you to the CORES system. Log in and pay the fee. CORES payment [instructions](#).

Filing with a VEC: If paying a fee for an application filed by a VEC organization, please use the CORES FRN Registration system ([CORES - Login](#)). The candidate will have 10 calendar days, from the date of the application file number being issued, to pay. Login and pay as soon as the application is in the FCC system. CORES payment [instructions](#).

Vanity Call Signs: The FCC staff has suggested that applicants for vanity call signs should first ensure the call signs requested are available and eligible for their operator class and area, and then request as many call signs as the form allows to maximize their chances of receiving a call sign. Applicants applying for a specific (vanity) call sign will need to independently research the [FCC license](#) and [application](#) databases before deciding to file an application. There are some suggestions on "[Locating Available Call Signs](#)" on the ARRL website.

Refund Requests: The FCC stated that although the application fees for applications processed and dismissed may not be refunded, it is within a licensee's rights to request a refund. The FCC cannot predict the amount of the refund, nor if the refund will be issued. Refunds are reviewed by the Commission on a case-by-case basis in accordance with Rule Sections 1.1113 and 1.1160. This includes vanity requests where the applicant does not receive the requested



1.833.456.4673

We Are Your One Stop Radio Shop

AB INDUSTRIES
Have a new radio in the shack?

call sign. Follow the FCC's [how to get a refund for a dismissed/withdrawn/deleted application](#) instructions found on their FAQ page.

Returned applications that are missing information will not require an additional fee if the missing information is submitted to the FCC within the proper amount of time.

VECs and Volunteer Examiner (VE) teams should not collect the \$35 fee at exam sessions. The FCC fee must be paid online directly to the FCC not to the VE team or organization processing the application form. VEC and VE team licensing procedures are unchanged. New applicants will pay the \$15 exam session fee to the ARRL VE team as usual, and pay the \$35 application fee directly to the FCC by using the CORES FRN Registration system ([CORES - Login](#)). CORES payment [instructions](#).

When the FCC receives the examination information from the VEC, it will email a link with payment instructions to each qualifying candidate. The candidate will have 10 calendar days, from the date of the application file number being issued, to pay. After the fee is paid, and the FCC has processed an application, examinees will receive a second email from the FCC with a link to their official license or, in very rare instances, an explanation for why the application was dismissed or denied. The link will be valid for 30 days.

** Applicants do not have to wait for the FCC email to pay the fee. They can look up their application in the FCC application search system using their FRN: <https://wireless2.fcc.gov/UISApp/ApplicationSearch/searchAppl.jsp> If the applicant has a pending application in the system, that means the VEC has submitted the application to the FCC, and the fee can be paid by logging into the CORES system. **

If an applicant fails to pay within the 10-day window, the application will be dismissed by the FCC. The application will have to be refiled to the FCC which will restart the 10-day window.

Exam candidates do not have to retest if the 10-day payment window is missed. An application can be refiled to the FCC, by the coordinating VEC, at any time before the CSCE expires. Contact the VEC listed on your CSCE to have the application refiled to the FCC.

Per usual procedures, examinees that pass multiple exams at one session, will have one application transmitted to the FCC reflecting the highest level license class earned. Again, our VEC procedures have not changed. The new license candidates have an extra step before the license is issued. VE teams can point candidates to our [FCC Application Fee](#) webpage. Our new ARRL VEC CSCEs also include information about the application fee and points candidates to the webpage. The FCC rule pertaining to CSCEs will not change. CSCE credit will continue to be valid for 365 days, starting from the date of issuance.

Fees effective April 19, 2022

The FCC fee must be paid online directly to the FCC not to the VE team or organization processing the application form.

FEE FILING GUIDE:

INDIVIDUALS

\$35 FEE: new, renewal, rule waiver, and modification applications that request a new vanity call sign. The fee is per application.

NO FEE: administrative updates, such as a change of name, mailing or email address, modification applications to upgrade an amateur radio licensee's operator class or to request a sequentially issued call sign and license cancellation.

AMATEUR RADIO CLUBS

\$35 FEE: new, renewal, rule waiver, and modification applications that request a new vanity call sign. The fee is per application.

NO FEE: administrative updates, such as a change of name, change of trustee, mailing or email address, modification applications to request a sequentially issued call sign and license cancellation.

[Español - Instrucciones de la tarifa de solicitud de la FCC](#) - updated April 25

For assistance, call the FCC Licensing Support Center at 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET), or submit a help request on the [FCC's Wireless Licensing Help Center](#) website.

FCC Registration Help:

<https://apps.fcc.gov/cores/publicHome.do?help=true>

Personal Service and Amateur Application Fees - Fee Filing Guide:

<https://www.fcc.gov/wireless/systems-utilities/universal-licensing-system/wireless-fees/personal-service-and-amateur>

CORES payment system information:

<https://www.fcc.gov/licensing-databases/fees/cores-payment-system>

CORES payment instructions:

<https://www.fcc.gov/payment-process-uls-individual-filers>

Access CORES with a (Payer) FRN:

<https://apps.fcc.gov/cores/paymentFrnLogin.do>

FCC CORES Video Tutorials:

<https://www.fcc.gov/licensing-databases/fcc-registration-system-cores/commission-registration-system-video-tutorials>



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