

How do I?

An occasional series

This week: FCC Compliance Add my email address to the ULS system

A tip of the hat to Wayne, K4TTZ for inspiring this week's article!

The Federal Communications Commission (FCC) is the regulatory body of the US Government having authority over amateur radio. Your license is issued by the FCC.

In order to take an exam you must be registered with the Universal Licensing System (ULS) and have a 10 digit FCC Registration Number (FRN).

FRN numbers have been required for about 15 years or so. So that is somewhat a moot point. Every licensed amateur should already have an FCC FRN.

If you are preparing to become a first-time licensed Amateur Radio Operator you will be applying for a FCC Registration Number. Do so by going to:

<https://apps.fcc.gov/coresWeb/publicHome.do>

FCC Registration

FCC > FCC Registration < FCC Site Map

FCC Registration

You are accessing a U.S. Government Information System: Commission Registration System (CORES). 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.

If you wish to conduct business with the FCC, you must first register through CORES. An updated version of CORES is now available. Please navigate to the updated version of CORES to register an FCC Registration Number (FRN) with the FCC and manage your existing FRNs.

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

| Select one of the following: | | |
|--|---|--|
| <p>REGISTER</p> <p>→ Register and receive your FRN</p> <p>● REGISTER</p> | <p>UPDATE</p> <p>→ Update your registration information</p> <p>● UPDATE</p> <p>Forgot Password?</p> | <p>SEARCH</p> <p>→ Search for public FRN information</p> <p>● SEARCH</p> |

Click on the REGISTER link.

Provide the requested information – Name, Address, provide a password of your choice, select a Personal Security Question and provide its answer.

Press SUBMIT to register.

Save your newly assigned FRN.

Save the Password you provided.

You will need this information each time you transact business with the FCC.

A new requirement in 2021 is that all amateurs must have a valid eMail address on file in their ULS record. The FCC will use this eMail address for all electronic correspondence with the licensee. If FCC eMail correspondence is undeliverable you may find that your license will be cancelled by the FCC.

Does this sound like you....?

“I earned my ham radio license many years ago – before eMail even existed. How do I get my eMail address into my ULS record?”

Go to the link shown on Page 1. Click the UPDATE link.

Note: Using the first webpage gave our author password errors. The same user name and password worked fine at the second webpage

Or, go to this link: <https://wireless2.fcc.gov/ULsEntry/licManager/login.jsp>

Federal Communications Commission License Manager
FCC > Wireless > Licensing > Online Systems > License Manager

Log In Help

Log in to the License Manager to view and manage your licenses and applications, apply for a new license, and perform other license and application management tasks based on your FCC Registration Number (FRN). 10-digit FRN is required.

PLEASE NOTE: Per Public Notice DA 15-72, the FCC no longer mails license authorizations. If you provide an email address on your application, an official copy of your license will be automatically emailed to you after the application has granted.

FCC Registration Number

Password

▶ Forgot your password? [Contact Tech Support](#)

▶ Need an FRN? [Register with the FCC](#)

▶ Not sure if you have an FRN? [Check your licenses](#) to determine if they've been assigned an FRN

▶ Are you a certified Land Mobile frequency coordinator? [Log in](#) using your coordinator login and password

▶ Are you narrowbanding a Land Mobile license? [Log in](#) using your access code

About the FCC Registration Number (FRN)

An FRN is a 10-digit number that is assigned to a business or individual registering with the FCC. This unique FRN is used to identify the registrant's business dealings with the FCC. The FCC will use the FRN to determine if all of a registrant's fees have been paid. You are encouraged to register with the Commission as soon as you expect to do business with the FCC. This way, you will be ready to access any of the electronic licensing systems without having to go through the registration process at the time you submit an application.

For more information, see [Public Notice DA 01-2452](#).

FCC | [Wireless](#) | [ULS](#) | [CORES](#) | [Paying Fees](#) [Help](#) | [Tech Support](#)

Once there, type your FRN and its Password. Press SUBMIT.

You will see your license info.

- If your eMail address appears in the center of the page under RADIO SERVICE, you are good. Locate and click the LOG OUT button in the upper-left corner..
- If not, go further to the right, click on UPDATE and it will lead you through the editing process.

| | |
|--------------|--|
| Amateur (HA) | Work on this License Update Licensee Name and Mailing Address <hr/> Request Vanity Call Sign <hr/> Request Systematic Call Sign Your station will be issued the next systematically available call sign. |
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The first page asks about fees. **THERE IS NO FEE TO ADD an EMAIL ADDRESS or TO CHANGE an address!** Answer both questions NO, then CONTINUE

Fill in any part of your information that you wish to update, then CONTINUE.

You will be shown a summary and then asked to confirm. Do so.

When done, click the SUBMIT button and you are once again in compliance!

[Editor’s Note: Because nothing in my FCC profile needs to be updated I am unable to validate the specific wording and actions associated with the last few screens. Do what is right and you will be fine.]

A note on fees. Congress has mandated the FCC collect a license fee from all amateurs for new, renewed and upgraded licenses. The initial proposal called for a \$50 fee in conjunction with a 10 year license term. The current plan, not yet in effect as of this writing, calls for a \$35 fee. The fee will be collected by the FCC, not by the VE team at the license exam site. At this point it is not known when the FCC will begin to collect the fee.

There seems to be some concern about the need to provide the FCC your eMail address. While it may seem like one more indication that you don’t really exist without a valid eMail address, it is the regulation.

If you want to remain active in the great wide world of amateur radio, you need to have an eMail address on file with the FCC.

As they say -- “Don’t like it? Write your Congress Person”.

Catch ‘ya on the air!