

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

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

Before using ULS, you must first register with the FCC's Commission Registration System (CORES) to receive an FCC Registration Number (FRN). Note: ULS requires you use your FRN and password as your login. You **DO NOT** need to register if you have previously received an FRN. To determine if you already have an FRN associated with an existing license, go to:

<https://wireless2.fcc.gov/UlsApp/UlsSearch/searchLicense.jsp>

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. Your FRN will be displayed on the Owner Tab within the registration record.

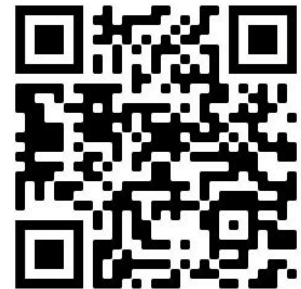


### Follow these steps to register in CORES -

1. On the ULS Home page, select the Register button:

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

2. You will be prompted to register as an Individual or Business Entity. Provide your Social Security Number, if you are filing as an individual, or Employer Identification Number, if you are filing as a Business Entity. Next, complete each CORES registration screen by providing your contact information and other data requested by the system.
3. When prompted, choose a password between 6 and 15 characters in length, a Personal Security Question (PSQ) and a corresponding answer. The Personal Security Question (PSQ) will allow the user the ability to change their password without contacting FCC Support staff.
4. CORES will present you with a confirmation page. 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.
5. Under the heading "To continue on to another FCC Filing system," choose ULS.
6. 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 to submit a New application, 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.