

## INFORMATION ABOUT THE FCC APPLICATION FEE AND VEC FILED APPLICATIONS

### **1. EXAMINEES MUST PAY WITHIN 10 CALENDAR DAYS.**

Examinees do **NOT** have to wait for the email from the FCC to pay the fee. As soon as the application file number is issued by the FCC, they can pay by logging into the **CORES FRN Registration system** (<https://apps.fcc.gov/cores/userLogin.do>).

FCC Application File Number search using an FRN:

<https://wireless2.fcc.gov/UlsApp/ApplicationSearch/searchAppl.jsp>

CORES payment system background information and instructions:

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

CORES step-by-step payment instructions: <https://www.fcc.gov/wireless/support/knowledge-base/universal-licensing-system-uls-resources/payment-process-uls>

2. The FCC help center stated there are known issues with individuals paying the \$35 application fee via a smartphone, tablet, or Mac computer. This is not a new issue, and they haven't been able to help troubleshoot the issue at the support center.

**Candidates are encouraged to login and pay the FCC application fee from a computer using Windows.**

3. Examinees **should NOT amend any applications** that a VEC submits on their behalf, especially **NEW** license applications. Amending VEC filed applications will cause the application to be **dismissed without action** in the FCC system and potentially require the applicant to pay another \$35 fee. If there is a minor mistake on the application, either call us and we can correct and resubmit the application, or the individual can pay the fee, be issued the call sign, and then log back in and make corrections.

4. Individuals should review their application **BEFORE** paying the fee. If there is a major error on the application, such as the licensee's name or license class earned is incorrect, or the answer to the felony question is wrong, **DO NOT PAY** the fee. Call the VEC immediately.

5. When in doubt, **call the VEC!** Even if you think you shouldn't bother us with your question, call us anyway.

6. Refer to ARRL VEC's FCC application fee webpage (<http://www.arrl.org/fcc-application-fee>) for information and instructions.

**Contact ARRL VEC: 1-800-927-7583 or VEC@arrl.org**

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November 2022

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INFORMATION ON THIS HANDOUT.

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