

# How to Renew Your License Online

The ARRL VEC provides instructions on how to file an amateur radio license renewal application and make a payment via the FCC's new COMmission REGistration System (CORES).

Before you renew your license, you will need to create a new FCC CORES username account, and then link your FCC Registration Number (FRN) to your new account. As of April 2022, the FCC charges a \$35 fee to renew amateur radio licenses. You must create the new account to pay the fee. Follow the steps below to create a new CORES account, and then after you complete the license renewal application, the License Manager system will automatically direct you to the CORES system. Log in and pay the fee.

## Setting Up Your New FCC CORES Username Account

**1** If you haven't already created a CORES account, you must register a username (your email address) and a password (see [a] and [b]). Visit the FCC CORES web page at <https://apps.fcc.gov/cores/userLogin.do> to set up your account. If you don't know your FRN, you may search for it on that web page (see [c]). You will need your FRN for the next step.

[a] **Username Login**

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

Username:

Password:

**LOG IN**

[b] **Need a Username?**

**REGISTER**

Forgot/Reset your Username Password?  
Check Username Availability

[c] **Search for public FRN Information**

**SEARCH**

**2** Log in to your new account and click the first option, **ASSOCIATE USERNAME TO FRN**.

Select one of the following:

**Associate Username to FRN** Link your registered username to an existing FRN.

**Manage Existing FRNs | FRN Financial | Bills and Fees** View & Pay Regulatory Fees, Application Fees, and Bills | View Red & Green light status.

**Register New FRN** Register and receive a new FRN (Including Restricted Use FRN).

**Reset FRN Password** Reset/update your FRN password.

**Search for FRN** Search for public FRN information.

**Update Username Profile** Update your username profile.

**3** Enter your FRN and comment. An example of a comment is "Associating FRN" (see [d]).

**4** Click **CONTINUE**.

**5** If you know the password for your FRN, enter it now. This password will likely be different from the one used for your username account. If you do not know your FRN password, click the **CONTACT TECH SUPPORT** link, which is next to the **FORGOT YOUR PASSWORD?** option and underneath the **SUBMIT** button. **Please do not try more than twice, as you will be locked out of your account after repeated failed attempts.** You can also call the FCC at 877-480-3201 to have them reset your password for you.

**Associate with this FRN**

FRN: \*

Comment: \* Enter comments to justify your request to be associated with this FRN, e.g., "I am the CEO of Company X."

**CONTINUE** [Go Back](#)

The FCC Registration Number (FRN) is a 10-digit number.

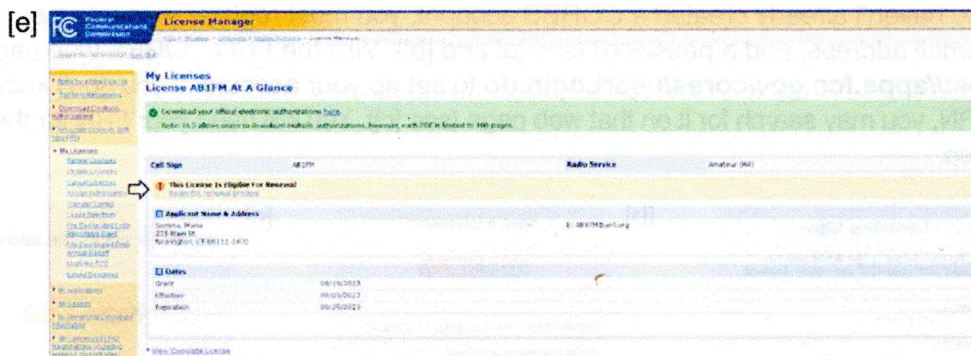
\* indicates required field.

6 Once you have completed these steps and your FRN has been associated with your username, the site should bring you back to the main menu. **Log out.**

### Apply for License Renewal

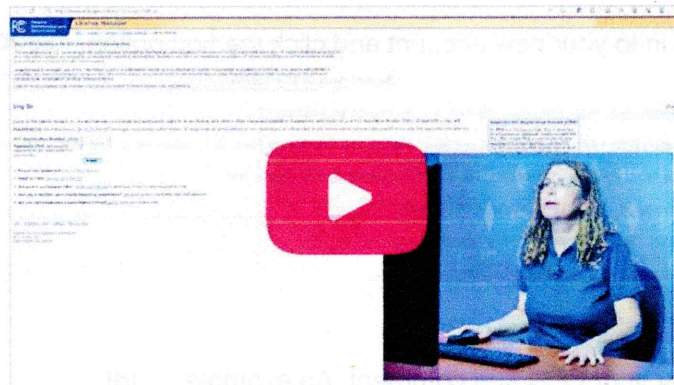
7 File your renewal application by using the FCC ULS License Manager system at <https://wireless2.fcc.gov/UlsEntry/licManager/login.jsp>. License renewals are allowed at 90 days or less before the license expires, as well as after the license has expired while still being within the 2-year grace period.

8 When you are logged in to the FCC License Manager system and your license is in the renewal window, a box will be displayed stating **THIS LICENSE IS ELIGIBLE FOR RENEWAL**. Click the **BEGIN THE RENEWAL PROCESS** link (see [e]). Follow the steps of the FCC renewal and payment process to pay the \$35 application fee. Print or save the payment confirmation page, and then log out. You (the license holder) will receive an email from the FCC with a link to your official license, or in rare instances, an explanation for why the renewal application was dismissed or denied. The license link will be valid for 30 days. Print out the license or download the PDF of the license to your computer.



### Get More Help in the Digital Edition

Access the digital edition of *QST* ([www.arrrl.org/qst](http://www.arrrl.org/qst)) to watch ARRL VEC Manager Maria Somma, AB1FM, take the steps outlined here to renew her license.



Additional FCC ULS registration and payment instructions are located on the FCC Registration Help web page at <https://apps.fcc.gov/cores/publicHome.do?help=true&csrfToken>.

Visit the ARRL FCC Application Fee web page at [www.arrrl.org/fcc-application-fee](http://www.arrrl.org/fcc-application-fee) for more information about the \$35 fee.

For assistance, call the FCC at 877-480-3201 on Monday – Friday at 8:00 AM – 6:00 PM ET. Submit a help request or reset your password on the FCC's Available Support Services web page at [www.fcc.gov/wireless/available-support-services](http://www.fcc.gov/wireless/available-support-services).