

2.5 GHz – TRIBAL PRIORITY WINDOW Application Process Overview

OBTAIN AN FRN (FCC REGISTRATION NUMBER)

- Go to the FCC’s Universal Licensing System (ULS) – <https://www.fcc.gov/wireless/systems/utilities/universal-licensing-system>.
- Click on “New User Registration.”
 - Register a new FCC username account.
 - Register for a new FRN.
- *You must have an FRN before submitting both Form 602 and Form 601.*

FILE FORM 602: OWNERSHIP FORM

**** All applicants must have an FCC Form 602 on file before filing the license application form (FCC Form 601, below) ****

The hard copy form and instructions are available at
<https://transition.fcc.gov/Forms/Form602/602.pdf>.

For Tribal applicants:

- File online at – <https://www.wireless2.fcc.gov/UlsEntry/licManager/login.jsp>.
- Click the “My Ownership Disclosure Information” link from the navigation menu on the left side of the page.
- Fill in the Main Form portion.
- In lieu of filling out Schedule A, attach an exhibit listing the name, address, and title(s) of each member of the Tribal Council or other entity overseeing the Tribe’s affairs.

FILE FORM 601: LICENSE APPLICATION FORM

Step 1. Go to the FCC’s Universal Licensing System (ULS) – <https://www.fcc.gov/wireless/systems-utilites/universal-licensing-system>.

Step 2. Click “File Online.”

Step 3. Go to License Manager; enter your FRN and password.

Step 4. Click on “Apply for 2.5 GHz Tribal Priority License.” This will launch a new application.

Step 5. Complete Application Information.

- Complete Contact Information.
- Complete Regulatory Status information.
- If submitting a waiver, select “yes” and attach your waiver document.
- Add attachments: You must submit an exhibit demonstrating eligibility for the Tribal Priority Window (i.e., eligible Tribal entity, eligible Tribal land, rural, and local presence requirements).

Step 6. Complete Basic Qualification Information.

- Identify your eligible Tribal land.
- Upload either an FCC-created shapefile or one of your own.

Step 7. Channel Group Selection.

- Select the channel blocks for which you are applying.
- Remember to check the mapping tool to see all available spectrum on your Tribal land:
www.fcc.gov/25-ghz-rural-tribal-maps.

Step 8. Review the Summary Screen.

Step 9. Complete the Certifications.

Step 10. Submit the application.

Step 11. Print a copy of the Confirmation Page.