

Rural Tribal Priority Window Filing Instructions

Application(s) for the Rural Tribal Priority Window must be filed through the Universal Licensing System (ULS). ULS may be accessed at <https://www.fcc.gov/wireless/systems-utilities/universal-licensing-system>.

In order to access ULS, the user must have an FCC Registration Number (FRN). To obtain an FRN or update an existing FRN, click on “New User Registration” on the ULS homepage (see Image 1 below). Follow the online prompts and continue through each screen until the FRN has been obtained or updated. Note: For assistance, contact the FCC Support Center at (877) 480-3201, option four; TTY: (202) 414-1255. To provide quality service and ensure security, all telephone calls are recorded.

Once the FRN has been obtained or updated, return to the ULS homepage and click on “File Online” (see Image 1 below).

Image 1

The screenshot shows the Universal Licensing System (ULS) homepage. The browser address bar displays [fcc.gov/wireless/systems-utilities/universal-licensing-system](https://www.fcc.gov/wireless/systems-utilities/universal-licensing-system). The page header includes the FCC logo and navigation options: "Browse by CATEGORY" and "Browse by BUREAUS & OFFICES". A search bar is located in the top right corner. The main navigation bar lists: "About the FCC", "Proceedings & Actions", "Licensing & Databases", "Reports & Research", "News & Events", and "For Consumers". The breadcrumb trail reads: "Home / Wireless / Systems & Utilities /". The main heading is "Universal Licensing System". A sidebar on the left lists various services: "Universal Licensing System", "Pay Fees", "Forms", "Routine Downtime Schedule", "Processing Utilities", "TCNS / E106", "ULS Electronic Batch Filing - EBF", "Hearing Aid Compatibility Status Reporting", "TOWAIR", "AM Tower Locator", and "Antenna Structure Registration". The main content area features a "Filing" section with three columns: "New User Registration" (with a "More about registering" link), "File Online" (with a "Reset Password" link), and "Obtain Official ULS Authorization" (with instructions for downloading authorization). A "Submit a Pleading" link is also visible at the bottom right.

Clicking “File Online” will take you to the License Manager (see Image 2 below). Enter your FRN and Password. Click Submit. ULS will verify that you have entered a valid FRN and password. If invalid, ULS will display an error message.

Image 2.

The screenshot shows the FCC License Manager login interface. At the top, there is a navigation bar with the FCC logo and the text "License Manager". Below this, a breadcrumb trail reads "FCC > Wireless > Licensing > Online Systems > License Manager". The main heading is "Log In" with a "Help" link. A paragraph explains the login process: "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." A "PLEASE NOTE" section states that the FCC no longer mails license authorizations and that an email address is required for application. The login form includes fields for "FCC Registration Number" and "Password", a "SUBMIT" button, and links for "Forgot your password?", "Need an FRN?", "Not sure if you have an FRN?", "Are you a certified Land Mobile frequency coordinator?", and "Are you narrowbanding a Land Mobile license?". A box titled "About the FCC Registration Number (FRN)" provides details on what an FRN is and how it is used. At the bottom, there are links for "FCC | Wireless | ULS | CORES | Paving Fees" and "Help | Tech Support", along with the FCC's address and contact information.

From License Manager, click “Apply for 2.5 GHz Tribal Priority License” (see Image 3 below).

Image 3

The screenshot shows the "My Applications" section of the FCC License Manager. The user is logged in as "0016110033" and has a "Log Out" link. The page title is "My Applications Saved Applications". A green notification box says "Change your paper authorization preferences here, or download your official electronic authorizations now." A yellow warning box states "Please be advised, you have 30 days to complete your saved application after which time it will be removed from the system." Another yellow warning box says "The FCC recommends downloading Java when filing 601 applications for News, Modifications and Renewal/Modifications in Cellular, Microwave, Paging, Land Mobile and Coast and Ground services." The page shows a list of "Saved Applications" with "1-20 of 159" displayed. There are "Printable Page" and "Applications per page" options (20, 50, 100, All). A "GO" button is next to the "Applications" dropdown. A note indicates "This Application contains a Call Sign or component(s) of a call sign in Termination Pending status for failure to meet the buildout requirement." At the bottom, there is a "Page: 1 2 3 4 5 6 7 8" and a "NEXT" button.

Clicking on “Apply for 2.5 GHz Tribal Priority License” will launch a new application. Complete the questions on the pages as they appear, following the onscreen prompts and instructions. Use the buttons at the bottom of each page to continue to the next page or go back to the previous page.

Please enter your Applicant Information (see Image 4).

Real-party-in-interest (see Image 4). A real-party-in-interest is a person who “has an ownership interest, or will be in a position to actually or potentially control the operation of the station.” To be eligible to apply in the Tribal window, the applicant must either be a federally recognized American Indian Tribe or

Alaska Native Village; or an entity that is owned and controlled by a federally-recognized Tribe or a consortium of federally-recognized Tribes. If the applicant is a Tribe or Alaska Native Village, this question should be left blank. If the applicant is a consortium of Tribes or Alaska Native Villages, the applicant should enter the word “Consortium” in response to the question. For all other applicants, the applicant should list the Tribes(s) or Alaska Native Village(s) which hold majority ownership and control of the applicant.

Image 4

[FCC 601 Privacy Act](#) [Quit Application](#) [Help](#)

Applicant Information

Steps
1 Applicant Information

Applicant Entity Type and Name

Legal Entity Type:

If Other, please specify:

Name:

Legal Entity Name:

Attention To:

Address

P.O. Box:

Street Address:

City:

State:

ZIP Code:

Phone:

Fax:

Email:

Real Party in Interest

Name of Real Party in Interest:
(if different from Applicant)

FCC Registration Number (FRN) of Real Party in Interest:
 [\(Search CORES\)](#)

Demographics (optional)

Race: American Indian or Alaska Native
 Asian
 Black or African American
 Native Hawaiian/Pacific Islander
 White

Ethnicity:

Gender:

[CLEAR](#)

Please enter your Contact Information.

On the General Information page, the selection for Regulatory Status is prefilled to display non-common carrier, Type of Radio Service is prefilled to display “Fixed” and “Mobile.” and Interconnection is prefilled to display “No.” Review the prefilled selections and make changes as needed. You can change the prefilled selections. Your selection here does not limit your future use of the spectrum.

Each applicant must upload an exhibit demonstrating its eligibility for the 2.5 GHz Rural Tribal Priority Window and its compliance with the “local presence” requirement.

On the Application Information page, please answer the question regarding Rule Waivers. If an applicant is requesting a waiver, it must upload an appropriate attachment justifying the waiver request. The Attachment question is defaulted to “yes” and cannot be changed because exhibits are required on each filing.

Any exhibits to be attached to the application in response to a question on the FCC Form 601 or as specified in the Commission’s rules or in this Public Notice should be added using the “Attachments” link. Click on “Attachments” link at the top of the page (see Image 5 below). This link will take you to the “Add Attachment” page (see Image 6 below). Select the appropriate attachment type from the pull-down menu in the text box provided, browse for your file, add a description and click on the “Add Attachment” button. ULS will accept many different types of computer files. Do not add password protection to the attached files. After the attachment(s) is added, click on “Return to Application” button. **Please note:** The Contact Information page is the first screen where attachments may be added. Attachments, however, may be added at any time during the application process but must be added prior to submitting.

Image 5.

Application Information

Attachments Reference Only FCC 601 Privacy Act Our Application Help

Steps

- 1 Applicant Information
- 2 Contact Information
- 3 General Information
- 4 Application Information
- 5 Alien Ownership Information
- 6 Basic Qualification Information
- 7 Channel Group Selection
- 8 Market Information
- 9 Summary
- 10 Certification

Common Questions

[Q: When should I answer "yes" to the Exempt from FCC Application Fees question?](#)

[Q: When should I answer "yes" to the Waiver/Deferral of Fees question?](#)

Rule Waivers

Does this application request a Waiver of the Commission's Rules?

Note: If "Yes", attach an exhibit providing rule number(s) and explaining the circumstances.

Yes

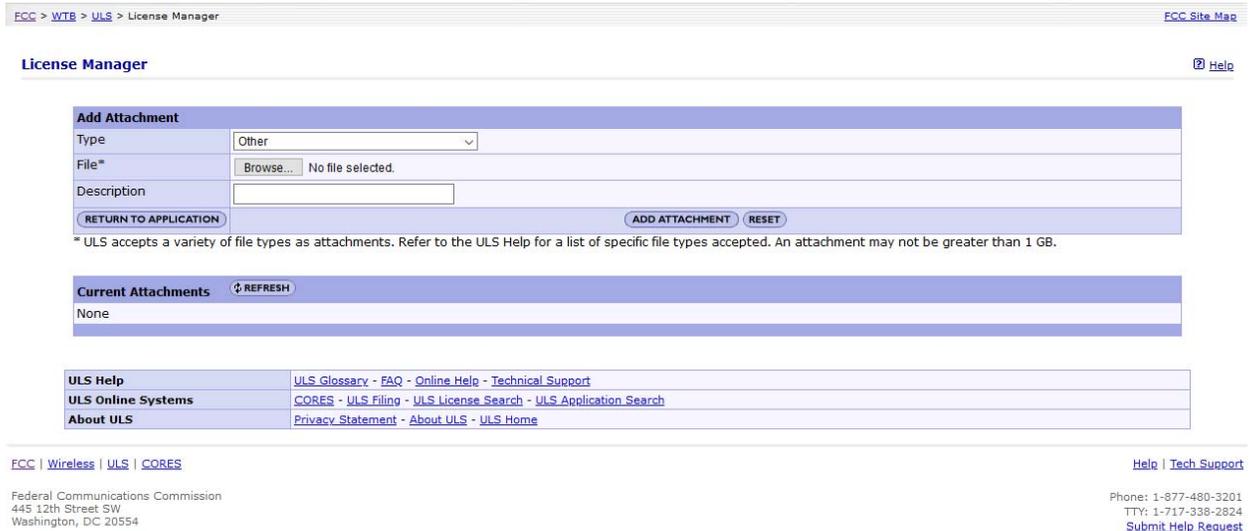
Attachments

Are attachments being filed with this application?

Yes

BACK CONTINUE

Image 6.



If your regulatory status is common carrier, you must answer the questions on the Alien Ownership Information page.

Please complete the Basic Qualification Information.

2.5 GHz Rural Tribal Priority Window Market Information (See Image 7 below). From this screen you will identify the Eligible Tribal land that you are applying for. The Commission has created shapefiles for each Eligible Tribal land.

In Alaska, there are two sets of shape files. One set of shape files includes the Alaska Native Village Statistical Areas. The second set of shape files includes lands associated with Alaska Native regional corporations. In Alaska, all land (except for a limited amount of land contained in urban areas) is eligible rural Tribal land because the land covered by the Alaska Native regional corporations are “regions established pursuant to the Alaska Native Claims Settlement Act.”¹ To view or download a shapefile prior to filing your application, go to <https://us-fcc.app.box.com/s/fofbkwy5lxo6q8kq94i5bg8raob5gpui>.

To select a Commission-created shapefile, click on the down arrow from “**add name**” menu. Select one Eligible Tribal Area. The selection will be uploaded to the map.

¹ As noted in the Public Notice, the Alaska Native regional corporations are not eligible to apply in the Tribal Priority window because they are not entities “owned and controlled by a federally-recognized Tribe or a consortium of federally-recognized Tribes.”

To upload a shapefile that you created on your own, click the “browse” button to browse your computer to select the shape file that describes the Tribal area to be licensed. Select the Shapefile. Click Open. Click Upload File. Wait for the file to load. **Please Note:** Your shapefile must be within an Eligible Rural Tribal Land. Depending on the size of your shapefile and the speed of your connection, uploading or deleting shapefiles may take more than a few moments to complete. **Do not** interrupt the upload or deletion, **do not** use your browser’s back button, and **do not** quit the application until your file is loaded or deleted. Please remain on the market information screen until the process is complete. If the map does not display correctly or there is an “invalid” status, it may mean that something is wrong with your shapefile (see Image 8 below). You may click delete to remove a shapefile, but a new valid shapefile must be uploaded in order to file your application. **Please note:** If you are applying for an area for which there is not an uploadable shapefile, you must describe the area in your local presence or waiver attachment and upload your own shapefile. Applicants are reminded that any shapefile that is not limited to eligible, rural Tribal lands must be accompanied by a request for waiver.

Image 7.

The screenshot displays the FCC License Manager web application. At the top, the FCC logo and 'License Manager' title are visible. The breadcrumb trail reads: FCC > Wireless > Licensing > Online Systems > License Manager. The user is logged in as 0016110033. A navigation menu includes links for Attachments, Reference Copy, FCC 601 Privacy Act, Quit Application, and Help.

The main content area is titled '2.5 GHz Tribal Priority Window Market Information'. It features a map of the United States with various cities and states labeled. Below the map are controls for zooming in (+) and out (-), a map style selector (Street Map, Satellite, Terrain), and a scale bar (500 km, 300 mi). A 'Steps' sidebar on the right lists the application process from 1 to 10, with 'Market Information' selected.

Below the map is a section titled '2.5 GHz Tribal Priority Window Geographic File Upload'. It contains the instruction: 'Please select a geographic file to upload and it will be displayed on the map.' There is a 'Browse...' button and a text input field containing the file path 'C:\fakepath\T0010R_Acoma_Pueblo.zip' with an 'Upload File' button next to it. At the bottom of the page, there are 'BACK' and 'CONTINUE' buttons.

Image 8.

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

Logged In: 0016110033 (Log Out)

[Attachments](#) [Reference Copy](#) [FCC 601 Privacy Act](#) [Quit Application](#) [Help](#)

✖ **Geometry File uploading process Failed**
 Please try again.

2.5 GHz Tribal Priority Window Market Information

Steps

- 1 Applicant Information
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- ▶ **Market Information**
- 9 Summary
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2.5 GHz Tribal Priority Window Geographic File Upload

2.5 GHz Tribal Priority Window Market Summary

Market Designator	Market Name	Spectrum	Status	Action
TL0039	TL0039		Invalid	View Delete

Channel Group Selection (see Image 9 below). From this screen you will select the channel block(s) that you are applying for. The listing of channel groups does not indicate actual availability. Check the mapping tool and ULS License Information to identify available spectrum. At least one channel group must be selected. **Please note:** To apply for all unassigned spectrum over your requested eligible rural license area, you should select all channel groups. Applicants may not add channel groups after the window closes.

Image 9

Channel Group Selection

Select Channel Group

At least one channel group must be selected.

Channel Group 1

Channel Block	Frequency Band
A1	2502.00 - 2507.50
A2	2507.50 - 2513.00
A3	2513.00 - 2518.50
B1	2518.50 - 2524.00
B2	2524.00 - 2529.50
B3	2529.50 - 2535.00
C1	2535.00 - 2540.50
C2	2540.50 - 2546.00
C3	2546.00 - 2551.50

Channel Group 2

Channel Block	Frequency Band
A4	2572.00 - 2578.00
B4	2578.00 - 2584.00
C4	2584.00 - 2590.00
D1	2551.50 - 2557.00
D2	2557.00 - 2562.50
D3	2562.50 - 2568.00
D4	2590.00 - 2596.00
G4	2596.00 - 2602.00
JA1	2568.00 - 2568.33
JA2	2568.33 - 2568.66
JA3	2568.66 - 2569.00
JB1	2569.00 - 2569.33
JB2	2569.33 - 2569.66
JB3	2569.66 - 2570.00
JC1	2570.00 - 2570.33
JC2	2570.33 - 2570.66
JC3	2570.66 - 2571.00
JD1	2571.00 - 2571.33
JD2	2571.33 - 2571.66
JD3	2571.66 - 2572.00

Channel Group 3

Channel Block	Frequency Band
G1	2673.50 - 2679.00
G2	2679.00 - 2684.50
G3	2684.50 - 2690.00
KG1	2615.00 - 2615.33
KG2	2615.33 - 2615.66
KG3	2615.66 - 2616.00

← BACK

CONTINUE →

Steps

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Summary Screen – The Summary Screen allows you to view or edit the information entered in previous screens and confirm that it is complete and accurate. The Summary Page will display errors with your application. Correct information as necessary. Once you are confident that the application is ready for certification and submission, click on the “Continue to Certify” button.

Certification Page – The Certification page provides General Certification Statements. By “signing” this form, an applicant certifies that the statements listed in this section are true, complete, correct, and made in good faith.

To submit the application to the Commission, click the “Submit Application” button.

After the application has been submitted, a Confirmation page displays a file number. Receiving a file number indicates that your application has been successfully submitted. Any future reference to this application must be made using the application file number. Applicants should print a copy of the Confirmation page for their records by choosing the “Print this Page” link. Applicants can also print a copy of their complete application by selecting the “Print Application” link.

If you intend to file another application, click “Return to License Manager – My Applications” on the top right of the page. Otherwise, click the “Log Out” link at the top left of the page to exit ULS.