Changes to CORES Overview
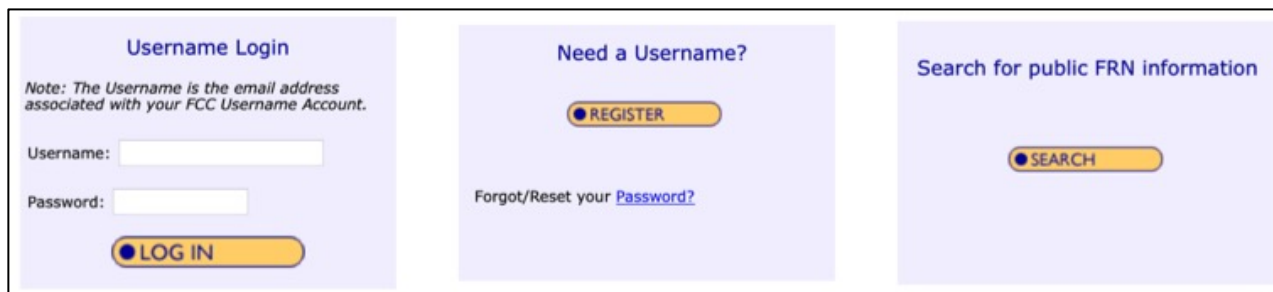20 December 2018

1. Effective 1 March 2019, CORES will change.
    *   The changes are administrative in nature and include many security enhancements.
    *   Some changes are not intuitive.

2. The most notable changes to CORES include:

    a. **A Username and Password will be required before you can access CORES** and apply for an FRN or make changes to your existing FRN information.

    b. **An e-mail address is required to register a Username on-line**.

    c. People can continue to apply for an FRN and update an FRN using paper applications ([FCC Form 160](#) and [FCC Form 161](#)). **According to the FCC,** these forms are being updated to require the applicant to provide an e-mail address.

    d. **Anyone who has a legacy FRN[1] but no FRN password**, must register a CORES Username and Password **if** they want to manage their FRN(s) (e.g., reset their ULS password, update their information, etc.) and/or manage their information in ULS License Manager.

    e. Anyone with a legacy FRN and password **cannot log into CORES until they register a CORES Username**.

    f. **Anyone with a legacy FRN and password** will be able to log into their ULS License Manager account and manage their license information (Renew their license, change their mailing address, change their name, change their call sign systematically or apply for a vanity call sign.).

    g. **Applying for an FRN using the new CORES procedures will automatically associate/link the new FRN to the Username used to access CORES**.

    h. **FRNs issued via the legacy CORES are not automatically associated/linked to a Username.**

    i. **You can associate multiple FRNs to a single Username or multiple Usernames**.

    j. **You are required to log into CORES in order to do the following**:
        *   Link your registered username to an existing FRN.
        *   Manage your existing registered FRNs associated with your username.
        *   Apply for a new FRN (including Restricted Use FRNs).
        *   Reset/update the password for your FRN (**Your FRN password is used to log into your ULS account**).
        *   Search for public FRN information.
        *   Update your Username profile (Change your username (e-mail address) and CORES password).

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[1] A **legacy FRN** is one that was issued using the old CORES FRN application process or was issued automatically when an application containing an SSN/TIN was uploaded and granted.

k. **Licensees will be able to update their license information** (Renew their license, change their mailing address, change their name, and change their call sign systematically) **by submitting an application at an exam session.**

3. **The FCC has indicated that their goal is to require all applicants for an amateur radio license to provide an FRN in lieu of a Social Security Number or Taxpayer Identification Number. They did not provide a timeframe for this change.**

4. Until the FCC website updates the link, the new CORES website, can be accessed by going to this website (https://apps.fcc.gov/cores/userLogin.do) – You will see the following options:

5. To register a Username and password, click on "Register".

   a. Provide the required information and optional information, if desired.
       * Your e-mail address is your Username
       * Create a password (12-15 characters in length and must include at least one uppercase, one lowercase and one special characer)
       * Your contact information (Name, phone number and optional second e-mail address)
       * Select a Personal Security Question and answer
       * Click "Submit"

   b. You will almost immediately receive an e-mail containing a link to verify your e-mail address.
       * The link is good for 24 hours
       * Click on the link and then you can start using CORES.
       * If you fail to confirm your e-mail address within the 24-hour period, then you must re-register.

       NOTE: Your e-mail address will only be used to send you e-mails for password recovery and automatically generated notification e-mails associated with access requests for an FRN for which you are an administrator.

       6. Log into CORES by entering your username (Your e-mail address) and password and then click on "Log In".   When you are logged in, you will see the menu shown on the following page. These are all the actions you can perform in CORES.

> **Select one of the following:**
>
> **Associate Username to FRN** Link your registered username to an existing FRN.
>
> **Manage Existing FRNs** View and perform additional actions upon your registered FRNs.
>
> **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.

a. **Associate Username to FRN**. Click on this link to do the following:
- Associate your CORES Username with your FRNs that are not already associated with your CORES Username, including FRNs you received via the legacy CORES process.
- FRNs received via the new CORES procedures are automatically associated with the Username used to apply for the FRN.
- You can also request to associate someone else's FRN with your Username.
    - Only an FRN Administrator can approve such a request.
    - Normally the person to whom the FRN was issued is the FRN Administrator.
- You can associate multiple FRNs to a single Username.
    - This can be convenient for families with multiple licensees including young children. Parents can manage their children's FRNs using a single Username/Password.
    - Spouses can associate their FRNs to a single shared Username/Password which may be more convenient.

    NOTE: When you apply for a new FRN using the new CORES procedures or associate your legacy FRN to your new CORES username, you will be able to log into the License Manager portion of the ULS using your CORES password. **You old FRN password, if you had one, will no longer work in License Manager.**

    NOTE: If you have an FRN that has not been associated with your CORES Username you may do so by clicking on the "Associate Username to FRN" link.

b. **Manage Existing FRNs**. Clicking on this link allows you to do the following and more:
- Update your FRN information.
- View and Approve or Reject requests for FRN association.
- Add users to an FRN.
- Assign permission levels to other Usernames who have access to your FRN.
- Delete your access to an FRN that is not yours.

c. **Register New FRN**. Click on this link to apply for a new FRN.

    NOTE: If you used **your** Username to access CORES and applied for a new FRN, you do not have to associate your Username with your new FRN as this is done automatically.

    NOTE: if you are applying for a new FRN through someone else's CORES Username, then your new FRN will be associated with their CORES Username.

    NOTE: After you are issued a new FRN, you can access your new ULS License Manager account associated with your new FRN using your CORES password.

d. **Reset FRN Password**. Your "FRN password" is the password you use to log into your License Manager account in the ULS. Click on this link if you want to…

- Change the password for your new FRN from your CORES password to a new and separate password.
- Change the password currently associated with your legacy FRN.

NOTE: Your FRN password is used with your FRN to log into the License Manager portion of the ULS.

e. **Search for FRN**. Click on this link to search for an FRN or the name of the person to whom a specific FRN has been assigned. This capability is the same as the legacy CORES.

- A simple search can be initiated based on an FRN, the registrant's last name, or an Employer dentification Number or EIN. **You cannot search by SSN or TIN**.
- An advanced search tool is also available.

f. **Update Username Profile**. Clink on this link to do the following:

- Update your CORES Username and Contact Information
  - Change your e-mail address, phone number, etc.
- Update your CORES Password and Personal Security Question.
  - Change your password and/or your Personal Security Question.

Note: At this time and for the foreseeable future, changes to your FRN information in CORES **WILL NOT** automatically update your information in your ULS License Manager account. Likewise, changes to your information in your ULS License Manager account **WILL NOT** automatically update your FRN information in CORES. You must update each account/system/data base separately.