Federal Communications Commission (FCC) Experimental Licensing System – Program Experimental License

User Manual Prepared for:

Federal Communications Commission Office of Engineering Technology

October 2016
Completing an Application for Program Experimental License (Form 442)

Program Experimental License: This type of license is issued to qualified institutions to conduct an ongoing program of research and experimentation, under a single experimental authorization subject to the requirements of subpart E of Part 5 of the FCC’s rules. Program experimental radio licenses are available to colleges, universities, research laboratories, manufacturers of radio frequency equipment, manufacturers that integrate radio frequency equipment into their end products, and medical research institutions.

To apply for Program Experimental License, select the Form 442 hyperlink. The following page appears.

Exhibit 1-1: Landing Page for Experimental Licenses (Form 442)

The following fields appear:
<table>
<thead>
<tr>
<th>Field</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Experimental License Types:</strong></td>
<td></td>
</tr>
<tr>
<td>Conventional Experimental License</td>
<td>Conventional Experimental License is an option for applicants to apply, if they do not qualify for the following three license types.</td>
</tr>
<tr>
<td>Program Experimental License</td>
<td>This type of license is issued to qualified institutions to conduct an ongoing program of research and experimentation, under a single experimental authorization subject to the requirements of subpart E of Part 5 of the FCC's rules. Program experimental radio licenses are available to colleges, universities, research laboratories, manufacturers of radio frequency equipment, manufacturers that integrate radio frequency equipment into their end products, and medical research institutions.</td>
</tr>
<tr>
<td>Medical Testing License</td>
<td>This type of license is issued to hospitals and health care institutions that demonstrate expertise in testing and operation of experimental medical devices that use wireless telecommunications technology or communications functions in clinical trials for diagnosis, treatment or patient monitoring.</td>
</tr>
<tr>
<td>Compliance Testing License</td>
<td>This type of license is issued to laboratories recognized by the FCC to perform: (i) Product testing of radio frequency equipment, and (ii) Testing of radio frequency equipment in an Open Area Test Site.</td>
</tr>
</tbody>
</table>

**Please note:** The following screen shots apply to Program Experimental License.

Click on the second link, Program Experimental License, the following page opens up:

![Exhibit 1-2: Application for Program Experimental License](image-url)

This is the UAT Version of ELS.
Please indicate if this is for a new program or an existing one?

Exhibit 1-3: Program Experimental License Applicant Information (Form 442)

Please complete all required fields marked by ‘*’

The following fields appear on the form:

<table>
<thead>
<tr>
<th>Field</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name of Applicant (Company):</strong></td>
<td>Enter the full name of the applicant. For modification of existing licenses, this field is pre-filled.</td>
</tr>
<tr>
<td>Name of Applicant</td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td></td>
</tr>
<tr>
<td>Attention:</td>
<td>Enter the full name of the contact person. For modification of existing licenses, this field is pre-filled.</td>
</tr>
<tr>
<td>Street Address</td>
<td>Enter the street address of the applicant. For modification of existing licenses, this field is pre-filled.</td>
</tr>
<tr>
<td>P.O. BOX</td>
<td>If a post office box is provided, enter it into this field. For modification of existing licenses, this field is pre-filled.</td>
</tr>
<tr>
<td>City</td>
<td>Enter the applicant’s city in this field. For modification of existing licenses, this field is pre-filled.</td>
</tr>
<tr>
<td>State</td>
<td>Enter the applicant’s state in this field. For modification of existing licenses, this field is pre-filled.</td>
</tr>
<tr>
<td>Zip/Postal Code</td>
<td>Enter the zip and/or postal code of the applicant in this field. For modification of existing licenses, this field is pre-filled.</td>
</tr>
<tr>
<td>Country</td>
<td>If the address is located outside the United States of America, select the country name in this field.</td>
</tr>
</tbody>
</table>
Email Address

Enter the applicant’s e-mail address. The e-mail address format is as follows: name@company.ext

Exhibit 1-4: Program Experimental License Applicant Information (Form 442) Continued

Please complete all required fields marked by "*"
This is the UAT Version of ELS.

Program Experimental License Questions

- Please note that the form must be completed before the page can be submitted.

  - Do you intend to use any of the federal exclusive and shared frequencies?
    - Yes □ No □

  - Do you intend to operate on commercial mobile radio service (CMRS)?
    - Yes □ No □

  - Do you intend to operate on public safety frequencies?
    - Yes □ No □

Give the following information of person who can best handle inquiries pertaining to this application:

- Last Name: [Field]
- First Name: [Field]
- Title: [Field]
- Phone Number: [Field]
- E-mail Address: [Field]

* Insert a short description of the purpose of this application, or for modifications describe what is being modified:

(Maximum 255 characters) You have 255 characters left.

Save & Continue ▶

Exhibit 1-5: Program Experimental License Applicant Information (Form 442) Continued

Please complete all required fields marked by "*"
Exhibit 1-6: Program Experience License Certification Page

Please complete all required fields marked by ‘*’

Make sure to annotate the confirmation number and file number; print this page for your records, if desired.
Exhibit 1-7: Program Experience License Confirmation Page
The application site will guide you to enter Technical Data next:

Experimental license location information page

### Exhibit 1-8: Program Experimental Location Information

i. All fields with an * must be filled out.

ii. After filling out all the required fields, click on the “Refresh Map” button.

iii. Click the draw polygon button.

iv. Using your mouse, click along the area where the license will be located. The last click should end at the first dot/point created/clicked.

v. To edit the shape, click on the edit layers button. Your shape will change color. Click on the white dot outside of the shape to expand or contract the size of the shape.

b. To delete a shape, click on the button with the garbage can. Next, click on the shape and the shape should disappear. Click save, this will complete the deletion process.

v. Click the “Save & Continue” button to move to the next page.
When you're done with this page, you should see a graph similar to the one below, outlining the proximity of location.

Exhibit 1-9: Program Experimental Location Information (completed)
When all required information is provided, and your application is completed, you’ll be directed to a summary page. If all the information looks good, click on Accept. If changes are required, click on Add Data/Make Changes.

Exhibit 1-10: Summary page for Program Experimental License submission
Exhibit 1-11: Summary page for Program Experimental License submission (continued)
Exhibit 1-12: Program Experimental License Submit ELS Attachments
When submitted successfully, you’ll see the following type of message:

Exhibit 1-13: Program Experimental License - ELS Attachments Successfully Submitted

When you’re ready to submit required fees, click on Complete Submission and you’ll receive the following message, and be directed to the appropriate page.

Exhibit 1-13: Last Step: Submit Payment for Program Experimental License