

# Where to Find Forms and Notifications

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# Where to File Forms

# Forms filed in EPC

Forms that are filed by going to the EPC Landing Page:

- FCC Form 470
- FCC Form 471
- FCC Form 486



My Landing Page

 Universal Service Administrative Co.

Welcome, School District 6!

[Funding Request Report](#) | [FCC Form 470](#) | [FCC Form 471](#) | [FCC Form 486](#) | [Appeal](#) | [FCC Form 500](#) | [SPIN Change](#) | [Service Substitution](#) | [Manage Users](#) | [Manage Organizations](#) | [USAC Website](#) | [Contact Us](#) | [Help](#)

Click on a form name

# Forms filed in EPC

Forms that are filed by going to the organization's Related Actions page in EPC:

- FCC Form 498

Records / Applicant Entities

## #116 - School District 6

Summary Customer Service Modifications Additional Information Discount Rate Contracts FCC Forms FRN Appeals News **Related Actions**

- Create a New User**  
This function allows you to create a user for your entity.
- Add or Remove Existing Users**  
This process allows user to add and remove users from an organization
- Manage User Permissions**  
This function allows you manage the permissions for one or more users.
- Manage Organization**  
This function allows you to update information about an entity or BEN.
- Modify Account Administrator**  
This process allows you to transfer the Account Administrator function to another individual.
- Create a Customer Service Case**  
This function allows you to submit a question about an E-rate form or topic. You can also submit a specific request or an attachment.
- Manage General Contact**  
This function allows you to designate the general contact for your entity.
- Manage Organization Relationships**  
Process to relate an Organization to another Organization
- Create FCC Form 470**  
This function allows you to create an FCC Form 470 for your entity.
- Create FCC Form 471**  
This function allows you to create an FCC Form 471 for your entity.
- Create FCC Form 498**  
This function allows you to create an FCC Form 498 for your entity.
- Create FCC Form 486**  
This function allows you to create an FCC Form 486 for your entity.

1. Click the link for the Billed Entity on the EPC Landing Page

2. Click "Related Actions"

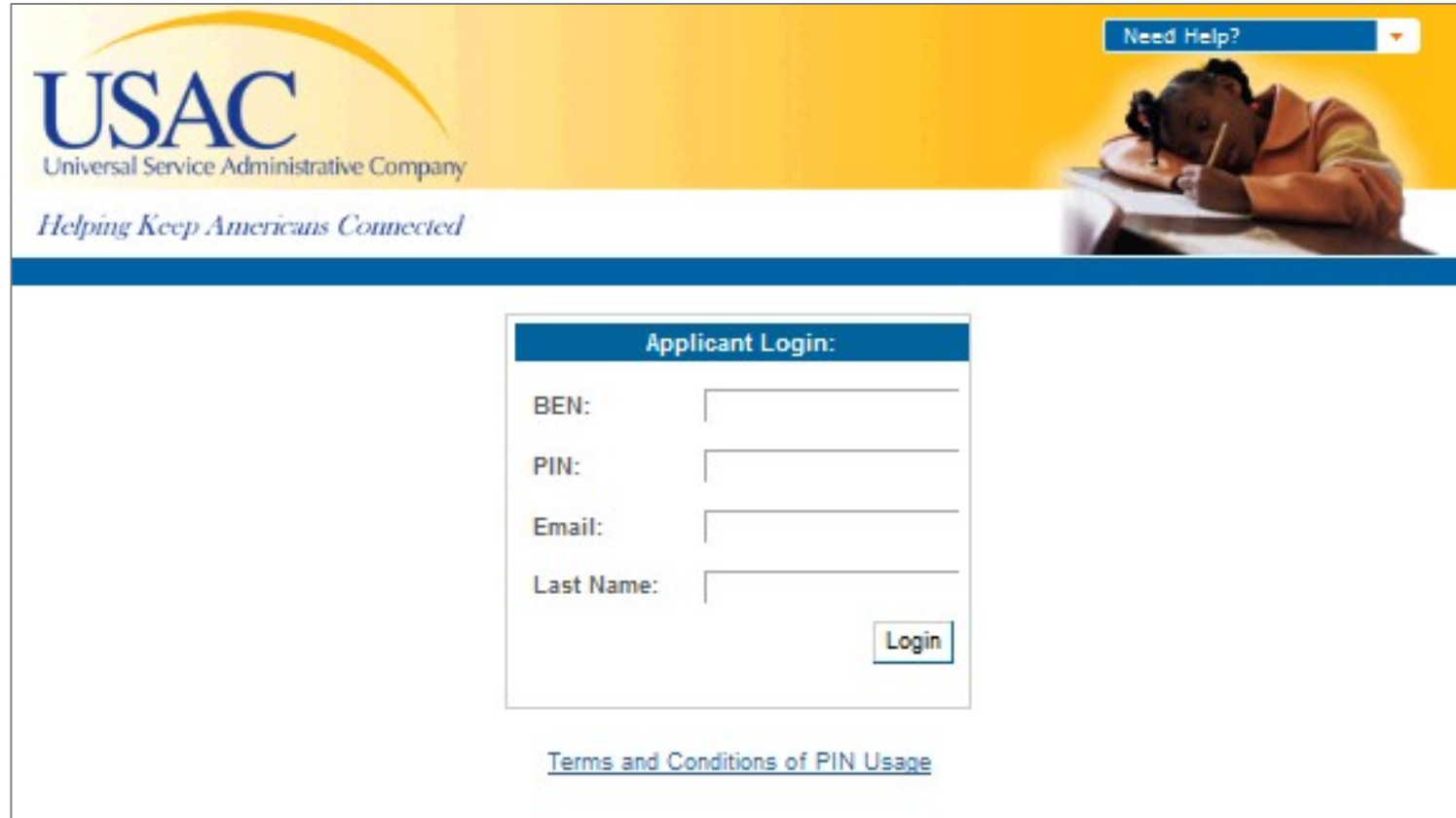
3. Click "Create FCC Form 498"

# Forms not filed in EPC

Forms that are filed outside of EPC:

- FCC Form 472 (BEAR)

<https://www2.sl.universalservice.org/bear/login.aspx>



The screenshot shows the USAC (Universal Service Administrative Company) website header with the logo and tagline "Helping Keep Americans Connected". A "Need Help?" dropdown menu is visible in the top right. Below the header is a blue horizontal bar. The main content area features a white box titled "Applicant Login:" containing four input fields labeled "BEN:", "PIN:", "Email:", and "Last Name:". A "Login" button is positioned at the bottom right of the input fields. Below the login box is a link for "Terms and Conditions of PIN Usage".

# Where to Find Incomplete Forms

# Incomplete Forms

Incomplete forms that are accessible on the EPC Landing Page:

- FCC Form 470
- FCC Form 471
- FCC Form 486
- FCC Form 498 (under “My Tasks” only)

**My Tasks**

Name	Received	Status	Deadline
Create FCC Form 470 - #180000135 - My Form 470	10/4/2017 8:46 AM EDT	Accepted	
Create FCC Form 498 for School District 10091	10/4/2017 8:47 AM EDT	Accepted	

**Customer Service Cases**

Case ID	Topic	Nickname	Status	Date Created
- or - No items available				

**FCC Forms and Post-Commitment Requests**

FCC Forms  
 Post-Commitment Requests

Form Type:

Funding Year:

Status:  All  
 Incomplete  
 Certified

Nickname	Application Number	Funding Year	Status
My Form 470	180000135	2018	Incomplete



# Where to Find Certified Forms

Certified forms that are accessible on the EPC Landing Page:

- FCC Form 470
- FCC Form 471
- FCC Form 486

▼ **FCC Forms and Post-Commitment Requests**

FCC Forms  
 Post-Commitment Requests

**Form Type**

**Funding Year**

**Status**  All  
 Incomplete  
 Certified

Nickname	Application Number	Funding Year	Status
<a href="#">FY2018 Form 470 Transport Services</a>	180001991	2018	Certified

1. Select a form type and FY

2. Filter by "Certified" if desired

3. Click on a form

# Where to Find Committed and Approved Forms

# Committed and Approved Forms

Committed and approved forms that are accessible on the EPC Landing Page:

**▼ FCC Forms and Post-Commitment Requests**

FCC Forms  
 Post-Commitment Requests

Form Type:  **1. Select "Form 471" and the FY**

Funding Year:

Status:  All  
 Incomplete  
 Certified  
 Committed **2. Filter by "Committed" if desired**

Application Number	Nickname	Funding Year	Status	Certified Date
181003381	FY2018 TR FirstLight	2018	Committed	2/22/2018 3:06 PM EST
181003382	FY2018 TR LCI	2018	Committed	2/22/2018 2:49 PM EST
181003386	FY2018 TR UniTel	2018	Committed	2/22/2018 2:45 PM EST
181003389	FY2018 FirstLight Transition	2018	Committed	3/2/2018 9:18 AM EST

**3. Click on a form**

FCC Form 471

**▼ FCC Forms and Post-Commitment Requests**

FCC Forms  
 Post-Commitment Requests

Form Type:  **1. Select "Form 486" and the FY**

Funding Year:

Status:  All  
 In Review  
 Approved **2. Filter by "Approved" if desired**  
 Denied  
 Cancelled  
 Notification Issued

Form Number	Nickname	Funding Year	Status	Certified Date
112527	FY2018 TR FirstLight Form 486	2018	Approved	7/2/2018 7:20 AM EDT
112528	FY2018 TR LCI Form 486	2018	Approved	7/2/2018 7:26 AM EDT
112530	FY2018 TR UniTel Form 486	2018	Approved	7/2/2018 7:31 AM EDT
112531	FY2018 FirstLight Transition Form 486	2018	Approved	7/2/2018 7:35 AM EDT

**3. Click on a form**

FCC Form 486



# Where to Find Form Notifications

# Form Notifications

Form	Notification	Where to Find It
Form 470	FCC Form 470 Receipt Notification Letter (RNL)	EPC News Feed
Form 471	FCC Form 471 Receipt Acknowledgment Letter (RAL)	EPC News Feed
Form 471	Funding Commitment Decision Letter (FCDL)	Find the link in the Notifications section of the EPC landing page or locate the letter in the EPC News Feed
Form 486	FCC Form 486 Notification Letter	Find the link in the Notifications section of the EPC landing page or locate the letter in the EPC News Feed
Form 498	Acknowledgment 498ID is ready for use	(1) Email from USAC (2) 498ID displays when creating a new BEAR
Form 472 (BEAR)	BEAR Notification Letter	(1) Emailed to Remittance Contact listed on Form 498 (2) Hard copy mailed to organization