

E-Rate

EPC Invoicing Applicant Course 1 Summary

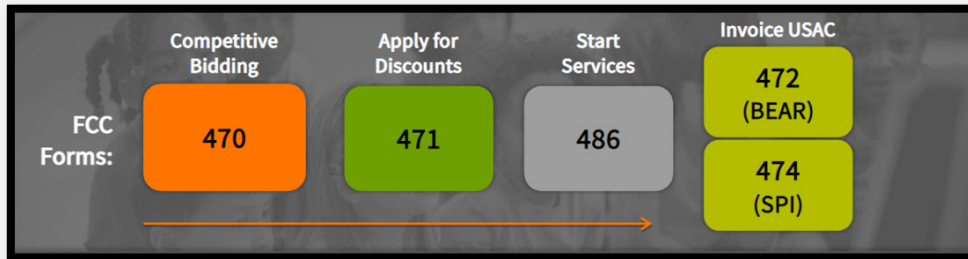
Below is a collection of the key points from Applicant Course 1: Submitting & Certifying Invoices in EPC. These images review important concepts or locations in EPC. For more details, please access the training here <https://www.usac.org/e-rate/learn/videos/#EPC-Invoicing-for-Applicants>

COURSE OBJECTIVES

- Successfully navigate through the EPC system
- File FCC Form 472 BEAR
- And Certify FCC 472 BEAR



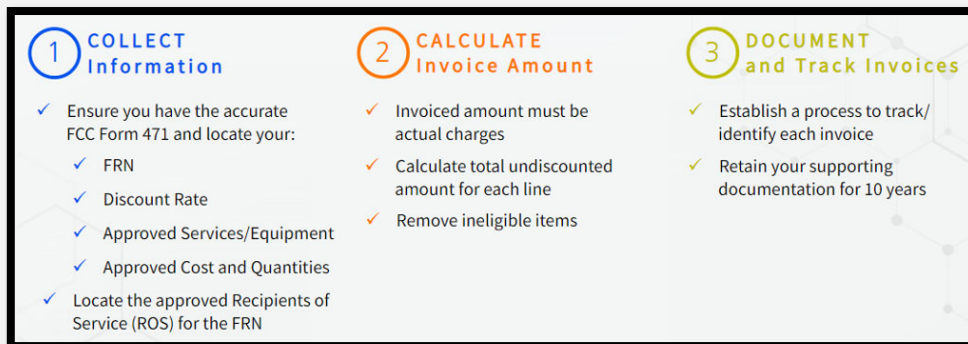
This graphic provides an overview of each step of the E-Rate process and the forms associated with them



This graphic shows the three user permission levels and what each is able to do

	View Invoices	Create Invoices	Certify Invoices	View Outreach	Respond to Outreach
Full	✓	✓	✓	✓	✓
Partial	✓	✓		✓	
View Only	✓			✓	

This graphic has the steps you need to take to complete the invoicing process



This table has details on what is and is not changing in the new EPC invoicing system

What is Changing?	What is Not Changing?
<ul style="list-style-type: none"> ✓ How/where system access is established ✓ Invoicing Submissions ✓ Service Provider Annual Certification (SPAC) ✓ Publicly visible fields ✓ Invoicing Notifications and Outreach ✓ FY15 and earlier invoice submission ✓ FY16 and later invoices in progress at the time of consolidation 	<ul style="list-style-type: none"> ✓ Invoicing processes and rules ✓ Disbursements will still occur on a twice weekly basis