E-RATE ALERT

The FY2027 EPC Admin Window opens October 21

Your E-Rate discount is built on your EPC profile. Here's how to get it right before it locks.

K&S CLIENT NEWSLETTER · E-RATE UPDATE



OPENS
Wed, Oct 21, 2026
Start updating your profile

CLOSES & LOCKS
Early 2027
Just before the Form 471 window



WHY IT MATTERS

Your profile sets your discount and your C2 budget

USAC calculates your E-Rate discount from your EPC profile. Out-of-date numbers can mean a smaller discount and less funding.

% of students eligible for NSLP + **Urban or rural** = **Your discount rate**

School districts
One district rate applies to every school.

Libraries
Branches use the rate of the school district where the main branch sits.

Consortia
The rate is the average of all members' rates.

NEW FOR FY2027

Grown since last year? You may qualify for a bigger C2 budget

FY2027 is **Year 2 of the FY2026–2030 Category Two cycle**. If your **student count or library square footage has increased**, you can ask USAC to recalculate (replace) your C2 budget. USAC subtracts what you've already used from the new, higher amount.



YOUR PRE-DEADLINE CHECKLIST

Tick these off before the window closes

Everyone

Schools, libraries & consortia

- ☐ **Confirm your Account Administrator is active.** No active admin, no updates. The admin must be your employee; a consultant or attorney can't hold this role. If yours has left, call USAC at **(888) 203-8100**.
- ☐ **Keep at least two full-rights users** who can certify forms, and deactivate anyone who has left.
- ☐ **Check your consultant link.** Make sure K&S's consultant registration number (CRN) and users are associated with your account with the right permissions.
- ☐ **Verify your FCC Registration Number,** address and contact information.
- ☐ **New or closed entity?** Open a USAC customer service case early, with supporting documents.

Schools & School Districts

Student data drives your discount

- ☐ **Update NSLP counts** for each school, or your **CEP percentage** (schools at 25% or higher qualify) or other approved poverty measure. Make sure your CEP base year matches the start of your cycle.
- ☐ **Update full-time student counts.** These set your C2 budget.
- ☐ **Give every billed entity a positive student count** (some subtypes, like new construction or swing space, are exceptions).
- ☐ **Check entity subtypes and Tribal status.**
- ☐ **Annex or swing space?** An annex shares its parent school's entity number. A swing space needs its own.
- ☐ **Enrollment up?** Consider a C2 budget replacement request.

Libraries & Library Systems

Square footage drives your C2 budget

- ☐ **Report square footage branch by branch,** not as a system total.
- ☐ **Give bookmobiles and kiosks square footage** above zero, or they won't count toward your C2 budget.
- ☐ **Confirm your main branch** (independent libraries list themselves) and check that it's **linked to the correct school district**. That link sets your discount.
- ☐ **Tribal libraries:** check the Tribal Library box and choose your affiliation.
- ☐ **Added space?** Consider a C2 budget replacement request.

Consortia

Your rate depends on every member

- ☐ **Add or remove members** under *Manage Organization Relationships*.
- ☐ **Remind every member to update their own profile.** Your discount is the average of their rates.
- ☐ **C2 replacement budgets are member-only.** A consortium can't request them for members, so each eligible member must ask for its own before C2 requests are filed.



Don't wait for the last week

After the window closes, changes that affect your discount can only be made through a **modification request (RAL) after you certify your Form 471**. That can slow your review and delay your funding decision.

K&S is here to help

Let us review your EPC profile before the window closes.

K&S contact email · https://kellogglc.com/contact/

Book a profile check