

How do I know if I have an upgraded PACER account?

Upgraded PACER accounts have usernames that are at least 8 characters. If your username is 6 characters, you do not have an upgraded account. Go to <https://www.pacer.uscourts.gov/> and click on the account name in the upper right corner and then on Manage My Account to upgrade your PACER account.

• **What happens to my CM/ECF account after the court transitions to NextGen?**

After the court upgrades to NextGen, you will link your current CM/ECF account to your PACER account. After the accounts are linked you will no longer use your CM/ECF username or password.

• **My law firm uses a shared PACER account. Can we continue to use that account?**

Each attorney must have an individual/attorney PACER account for electronic filing in NextGen. The law firm can create a PACER Administrative Account (PAA) to manage the billing for all of the individual accounts. Staff members who share a PACER account only for research can continue to share.

• **I linked my account when the Court of Appeals converted. Do I have to link my account again?**

Yes, you must now link your PACER account to your District Court CM/ECF account before you can file in District Court.

• **I am a CJA attorney and I currently have two PACER accounts. Will I continue to need two accounts with NextGen?**

CJA Attorneys will only need one PACER account for filing and viewing in CM/ECF NextGen. If you have a separate exempt CJA account now, those exempt privileges will be added to your individual/attorney upgraded PACER account and your current exempt account will be canceled. Contact the PACER help desk at pacer@psc.uscourts.gov and request that your CJA status for the District of Idaho be added to the upgraded PACER account.