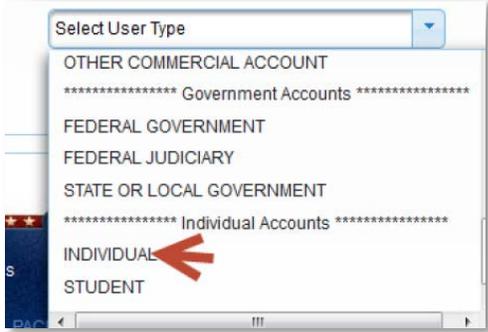


Upgrade a PACER Account

STEP	ACTION
1	Navigate to www.pacer.gov
2	Click Log in to... and select Manage My Account . 
3	Log in using your current PACER Username and Password.
4	The account type below is listed as Legacy account (created prior to August 11, 2014). Select the Upgrade link.  *If the Account Type is listed as Upgraded PACER Account , then there is no further action required.
5	Update and/or complete the required information. Click Submit when finished. In the Person tab, select the user type that best describes your situation. Government agency workers should check with their employer as to how you complete the registration. 

6	Create a username, password (using the guidelines in the pop-up box), select and answer the security questions, then click NEXT
7	Click Upgrade Complete . Your account is now upgraded.

NOTE: Be sure to link your PACER account to our court on or after March 1, 2021. For more information on how to link a PACER account to a NextGen court, please visit our website at wieb.uscourts.gov.