Upgrade a PACER Account

STEP	ACTION
1	Navigate to www.pacer.gov
2	Click Log in to and select Manage My Account.
	➡ Log in to the federal Judiciary's electronic public access services. Close X
	PACER Case Locator PACER Log in Manage PACER 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.
	Account Number 2654003
	Username us4631
	Account Balance \$0.00
	Case Search Status Active
	Account Type Legacy PACER Account (Upgrade)
	*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.
	Select User Type
	OTHER COMMERCIAL ACCOUNT
	FEDERAL GOVERNMENT
	FEDERAL JUDICIARY
	STATE OR LOCAL GOVERNMENT
	INDIVIDUAL
	STUDENT

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.