

## Registering for USCA5 Electronic Filing

- ◆ Appellate court electronic filing registration is handled through the PACER Service Center at: <https://www.pacer.gov/> [click the **Register** tab, then click the **Appellate Legacy** link. Please note that the form is for ALL appellate courts and you must check off the box for the Fifth Circuit.]
  
- ◆ A direct link to register is:  
<https://www.pacer.gov/psco/cgi-bin/cmecf/ea-regform.pl>  
  
Note: this registration link is for users who have never registered for an account with another appellate court.
  
- ◆ If you do have an account elsewhere, **Update** your information to add the U.S. Court of Appeals, Fifth Circuit at:  
<https://www.pacer.gov/psco/cgi-bin/cmecf/ea-login.pl> [click the **Register for Additional Court(s)** link on the **Appellate CM/ECF Filer Account Update** screen after you login]
  
- ◆ Registration tips:
  - all fields marked with a red asterisk are required fields
  
  - When registering for electronic filing through the [Pacer Service Center](#), two options are available to control frequency of notification, ‘Each Transaction’ or ‘Daily Summary’, however, due to processing restrictions, only ‘Each Transaction’ is offered by the Fifth Circuit. If ‘Daily Summary’ is selected when registering through Pacer, we will reset it to reflect ‘Each Transaction’ when processing your request to become an electronic filer.
  
  - email format options - HTML or plain text (depending upon your emailprogram)
  
  - passwords must be 8 - 14 characters and contain at least 2 non-alphacharacters; you can enter a password of your choosing or allow the system to generate one for you.
  
- ◆ Registration is not instantaneous. You will receive email correspondence about your request as soon as possible after the request is processed by our office.
  
- ◆ For help with registration, contact the PACER Service Center at 800-676-6856 or [pacer@psc.uscourts.gov](mailto:pacer@psc.uscourts.gov).