

Petition for Admission to Practice

The U.S. District Court for the District of Minnesota is a NextGen CM/ECF court. **In order to request admission to practice, you must have an upgraded individual PACER account.**

- If you do not have an upgraded individual PACER Account, click [here](#) for the procedure.
- If you do not have a PACER account, click [here](#) for instructions to create one.

Once you have a PACER Account, follow the steps below to request filing access.

1. Navigate to www.pacer.uscourts.gov

2. Click **Log in to** at the top of the page



3. Then select **Manage PACER Account**



4. Enter your Username and Password to log in

5. Once logged in, select the Maintenance tab



6. Next select **Attorney Admissions/E-File Registration** under the Maintenance tab.

- The following screen will ask you the Court Type and Court you are looking to make the request to—please select **U.S. District Courts** and **Minnesota District Court**. If you do not see Minnesota District Court as an option, please call (612) 664-5155 and select the login and password line (option 1).

In what court do you want to practice?
* Required Information

Court Type * U.S. District Courts

Court * MINNESOTA DISTRICT COURT

Note: Centralized attorney admissions and e-file registration are currently not available for all courts. If you do not see a court listed, please visit that court's website. To find more information on all courts, visit the [Court CM/ECF Lookup page](#).

Next Reset Cancel

- On the next page please select your admission type.

What would you like to apply/register for?

Attorney Admissions and E-File

Pro Hac Vice

Multi-District Litigation

Federal Attorney

- The next page will ask you to fill in the required information in each section. This page has a section for attaching your petition and two certificates from active bar members of this court. Once this information is complete, select **Next**.
- The next page asks you to fill in your personal information, including address, email address, and any additional information. Please add the required information and select **Next**.
- Next you will be at the Payment Information screen. You will not be charged for submitting this admission request. Once your paperwork has been submitted and processed, we will send you a link to pay the admission fee. **Please do not try to pay the fee before you receive an email from us containing the link.** Select **Next** to bypass this screen.
- Please read the E-Filing Terms of Use and check the acknowledgment boxes. Once you select **Submit**, your admission request will be processed by the court and you will receive an email with a link to pay the admission fee.