

LINKING YOUR CM/ECF ACCOUNT TO YOUR UPGRADED PACER ACCOUNT

Once the court in which you file is live on NextGen CM/ECF, you must link your existing CM/ECF account to your upgraded PACER account to access the filing system. You must have an upgraded PACER account. If your account was created prior to August 2014, you must first upgrade your account. **Linking is a one-time process that can be completed ONLY once the court is live on NextGen CM/ECF.** The District of South Carolina will be going LIVE on NextGen on Monday, November 1, 2021.

Linking Your Account

STEP 1 Go to the court's CM/ECF site at <https://ecf.scd.uscourts.gov>. Click the **Document Filing System** link.



Click on link

Welcome to the U.S. District Court for the District of South Carolina

[District of South Carolina - Document Filing System](#)

STEP 2 Log on with your individual upgraded **PACER** username and password. **Do not use a shared firm PACER account.**

*** Required Information**

Username *

Password *

Client Code

[Forgot password?](#) | [Forgot username?](#) | [Need an account?](#)

This is a restricted government website for official PACER use only. All activities of PACER subscribers or users of this system for any purpose, and all access attempts, may be recorded and monitored by persons authorized by the federal judiciary for improper use, protection of system security, performance of maintenance and for appropriate management by the judiciary of its systems. By subscribing to PACER, users expressly consent to system monitoring and to official access to data reviewed and created by them on the system. If evidence of unlawful activity is discovered, including unauthorized access attempts, it may be reported to law enforcement officials.

Log on with individual PACER user name and password

STEP 3 Click **Utilities**, and then click the **Link a CM/ECF account to my PACER account** link.

CM/ECF Query Reports **Utilities** Help Log Out

Utilities

Your Account
[Change Client Code](#)
[Change PACER Exemption Status](#)
[Link a CM/ECF account to my PACER account](#)
[Request Credit Card Refund](#)
[Review Billing History](#)

Miscellaneous
[Legal Research ...](#)

STEP 4 Enter your current CM/ECF credentials in the **CM/ECF login** and **CM/ECF password** fields. Click **Submit**.

CM/ECF Query Reports Utilities Help Log Out

Link a CM/ECF account to my PACER account

This utility links your PACER account with your e-filer account in this court.

If you use CM/ECF for PACER only, no action is necessary.

If you had a CM/ECF e-filing account in this court before the court converted to NextGen CM/ECF, enter your old CM/ECF login and password below and press Submit. You will be prompted to confirm that you want to link your PACER account to your old CM/ECF e-filing account. Press Submit to link the accounts (or go back if the names don't match).

CM/ECF login:

CM/ECF password:

Submit Clear

[Forgot login/password](#)
[More about Upgraded PACER account](#)

Enter your CM/ECF login and password for District of South Carolina (THIS is NOT the same as your PACER account)

If you do not know your CM/ECF login please call the Court before continuing.

STEP 5 Verify that the **CM/ECF account** and **PACER account** listed are accurate. If so, click **Submit**.

CM/ECF Query Reports Utilities Help Log Out

Link a CM/ECF account to my PACER account

Do you want to link these accounts?

CM/ECF **John Attorney**
PACER **John Attorney**

After you submit this screen, your old e-filing credentials for the CM/ECF account will be permanently linked to your upgraded PACER account. Use your upgraded PACER account to e-file in this court.

Submit Clear

NOTE: Make sure you are linking to your individual PACER account.

STEP 6 You have successfully linked your account. You will now use only your PACER account to access both PACER and CM/ECF for this court. Press **F5** or click on Reports to refresh the screen and view the Civil and Criminal menu items for filing.