



**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF CONNECTICUT**

**CLERK'S ANNOUNCEMENT 2021-03**

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**NOTICE OF CM/ECF UPGRADE TO NEXTGEN**

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**To CM/ECF FILERS and CM/ECF USERS, Please Be Advised and Take Notice:**

The United States Bankruptcy Court for the District of Connecticut (“the Court”) will upgrade its CM/ECF system to NextGen on **October 12, 2021**. One of the major features of this upgrade is to allow CM/ECF Filers and Limited Users to use their PACER username and password to e-file with all Courts (appellate, bankruptcy and district) where they have permission to e-file and where the CM/ECF system is upgraded to NextGen. This is a feature known as *Central Sign-On*.

Although our upgrade is not until October 12, 2021, there are 3 steps you can take now to prepare and to ensure a smooth transition to Central Sign-On: **1.) Know your CM/ECF Username and Password; 2.) Have a PACER Account; and 3.) Confirm that your PACER account is “Upgraded”.**

- 1. KNOW YOUR CM/ECF USERNAME and PASSWORD.** Ensure you know your username and password to this Court’s CM/ECF system. It is not enough to have your CM/ECF password saved in your browser’s memory. You must be able to manually type in your CM/ECF username and password. This will be critically important on October 12, 2021, to successfully link your current Connecticut Bankruptcy CM/ECF login to your PACER login. If you do not know your CM/ECF username or password for this Court, please send a password reset request to: [CTB\\_ECF\\_HELP@ctb.uscourts.gov](mailto:CTB_ECF_HELP@ctb.uscourts.gov).
- 2. HAVE A PACER ACCOUNT.** Each CM/ECF Filer and Limiter User must have his/her own PACER account. Shared PACER accounts are no longer allowed once the Court’s CM/ECF system has upgraded to NextGen. This applies to creditors with Limited User accounts and all trustees. If you do not have your own PACER account, register for one at: <https://pacer.uscourts.gov/register-account/pacer-case-search-only>.

- a. Firms may set up a PACER Administrative Account to help manage attorney/limited user accounts and have those individual accounts centrally billed for PACER access fees. View instructions on how to set up a [PACER administrative account](#).
3. **CONFIRM THAT YOU HAVE AN UPGRADED PACER ACCOUNT.** In order to link your CM/ECF account to your PACER account, you must have an *Upgraded* PACER account.
- To confirm account type and upgrade your PACER account, if necessary, log into your “Manage My Account” in PACER.
- a. Navigate to <https://pacer.psc.uscourts.gov/pscof/login.xhtml>
- i. Enter your current **PACER** (not CM/ECF) Username and Password.
    1. If you forgot your current PACER username or password, you may request a reset from the Manage My Account page by selecting *Forgot Your Password?* or *Forgot Username?*.
  - ii. Your Account Type identifies your current PACER Account type.
    1. **Upgraded PACER Account:** No need to upgrade, you will wait until the Court’s upgrade to NextGen before linking your CM/ECF account to your PACER account (currently targeted for October 12, 2021).
    2. **Legacy PACER Account:** You must upgrade (click on the link next to your account type that says “Upgrade”). Once upgraded, you will wait until the Court’s upgrade to NextGen before linking your CM/ECF account to your PACER account (currently targeted for October 12, 2021).

<b>Account Number</b>	7008158
<b>Username</b>	tr8158
<b>Account Balance</b>	\$0.00
<b>Case Search Status</b>	Active
<b>Account Type</b>	Legacy PACER Account ( <a href="#">Upgrade</a> )

**What happens next?**

Once the above steps have been completed, all CM/ECF Filers and Users will wait for further instruction from the Court. Immediately before the go-live date (October 12, 2021), you will receive instruction regarding how to link your CM/ECF credentials to PACER. You may also visit our dedicated webpage regarding the NextGen upgrade for additional information and helpful resources: <https://www.ctb.uscourts.gov/cmecf-nextgen>

Please submit any questions regarding the NextGen upgrade to:  
 ctb\_correspondence@ctb.uscourts.gov.

July 07, 2021

/s/ Pietro Cicolini  
 Pietro Cicolini, Clerk of Court