

CM/ECF E-Filing Instructions

Instructions for filing an Application for Government Admission to Practice Law in the United States District Court for the Eastern District of Missouri.

1. Go to CM/ECF login link on the Courts Internet web page and login as atyadm (password: 2BinBar!). *Check the redaction reminder box.*

<https://ecf.moed.uscourts.gov/cgi-bin/login.pl>

You must have a completed and signed application. The application needs to be scanned to a PDF file. You also need to have the letter requesting admission scanned to a PDF file. The application will be filed as the main document. The other documents will be filed as attachments.

2. Click on Civil.
3. Click on Request Admission to Bar.
4. Click on Application for Admission to the Bar, then click the Next button.
5. Click on the Next button.
6. Click on the Next button.
7. Attach your application by clicking the Browse button and find your application PDF to import.
8. Attach the letter as an attachment. The category should be Letter.
9. Click on the Next button.
10. Enter your full legal name.
11. You are prompted with "Is this a request by a government attorney? Click on radio button for Yes.
12. Click on the Next button.
13. Click on the Next button.
14. Click on the Next button. This will take you to the Notice of Electronic Filing screen. Your application has now been submitted. **Print this page is you would like a receipt for the filing.**
15. Click on Logout

After receiving your application, the packet will be reviewed by the court and e-filing confirmation will be emailed to you.