

## ATTORNEY ADMISSION & EFILING REGISTRATION

### Admission Required

Only attorneys admitted to the bar of this court may practice before the court. The court does not admit attorneys pro hac vice.

An attorney may be named on a brief filed in this court without being admitted to the bar of the Fourth Circuit, provided that at least one lawyer admitted to practice in this court also appears on the brief. Any other document submitted by an attorney who is not a member of the bar of the Fourth Circuit will be accepted for filing conditioned on his or her qualifying for membership within a reasonable time. Loc. R. 46(b).

### Eligibility Requirements

An attorney is eligible for admission “if that attorney is of good moral and professional character and admitted to practice before the Supreme Court of the United States, the highest court of a state, another United States court of appeals, or a United States district court (including the district courts for Guam, the Northern Mariana Islands, and the Virgin Islands).” Fed. R. App. P. 46(a).

### Application for Admission

To apply for admission, complete the [application for admission](#), including signing the oath before a public notary and having a bar member sign the motion for admission. The application can be mailed to the clerk with the requisite fee, made payable to the court of appeals clerk. The application can also be submitted [online](#) with payment by credit card after the attorney seeking admission to the court has successfully registered for a Fourth Circuit eFiler account, including completing the court's [ECF Filer Application](#).

The fee is waived for attorneys appointed by the court to represent a party in forma pauperis, counsel for the United States and any agency thereof who has a case pending before this court, and law clerks to the judges of the court and to the district judges, magistrate judges, and bankruptcy judges within this circuit. Loc. R. 46(b).

### eFiling Registration

Attorneys who wish to file documents with the court must register for a Fourth Circuit eFiler account. See [Register for eFiling](#). If counsel is already a member of the court's bar, the account will be activated with full filing privileges. If counsel is not a member of the court's bar, their eFiling account will be activated to allow for submission of their bar application. Once their bar application is processed, filing privileges will be activated.

Users must have a PACER account for viewing documents and an ECF Filer account for filing documents. A PACER account is a multi-user account and may be held by the law firm. An Appellate ECF Filer account is an individual account held by a single user. The same ECF Filer account may be used at all federal appellate courts, but each circuit must separately approve and register counsel's filing privileges. The PACER

Service Center notifies the Fourth Circuit that counsel has registered for filing privileges. If counsel has also completed the Fourth Circuit's Electronic Case Filing Application, the court authorizes electronic filing with the court.

### **Related Links**

- [Application for Admission to the Bar](#)
- [Check Bar and ECF Status](#)
- [Register for eFiling](#)
- [Submit Bar Application](#)
- [Rule 46, Attorneys \(with Local Rules\)](#)