

Multifactor Authentication – Authentication Apps

Multifactor authentication (MFA) is now available for all PACER users. MFA provides an added layer of security that helps protect users from cyberattacks that steal passwords.

This learning aid describes the process of enrolling in MFA by adding an authentication application (app). It also describes the process of deleting an authentication app.

NOTE: PACER users with filing and all other types of CM/ECF-level access are required to enroll in MFA. All other PACER users are strongly encouraged to enroll.

Enrolling in MFA

Step 1. Navigate to <https://pacer.uscourts.gov/>.

Step 2. In the top right corner, click the **Log in to...** link, and then click **Manage PACER Account**.

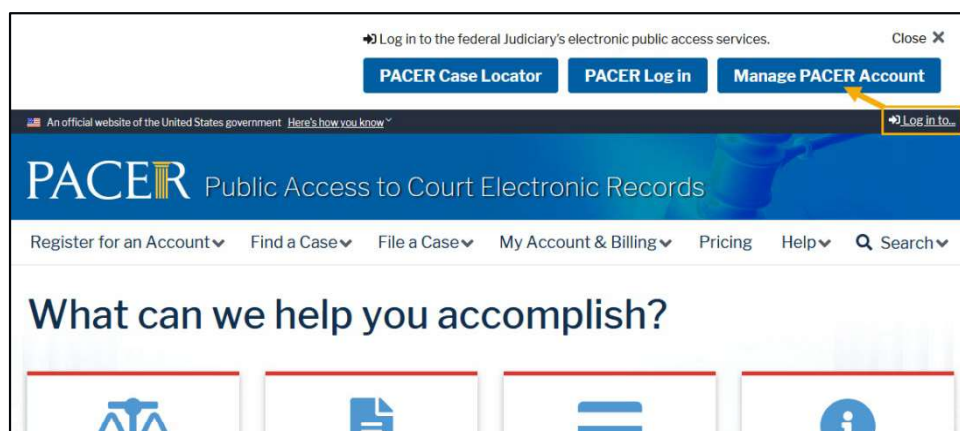


Figure 1: PACER website homepage

Step 3. Enter your PACER username and password, and click **Login**.

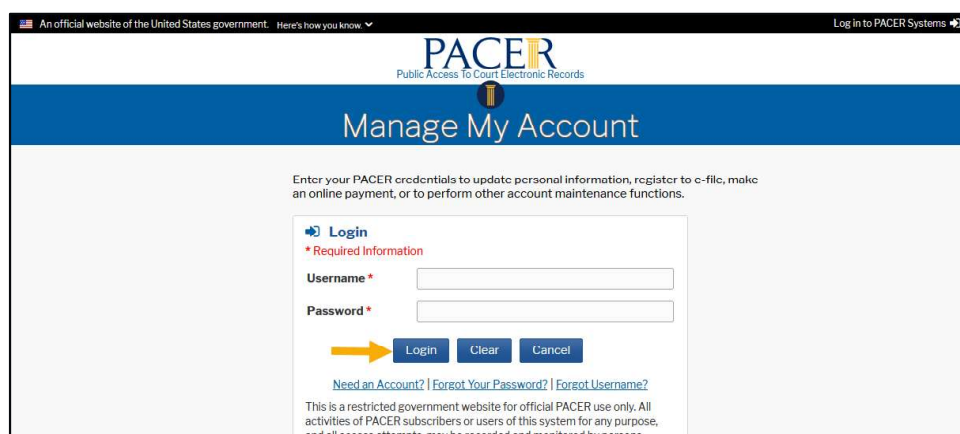


Figure 2: Manage My Account login page

Step 4. On the landing page, click the **Enroll** link in the Multifactor Auth field, or click the **Manage MFA Settings** link under the Settings tab.

An official website of the United States government. [Here's how you know.](#) Log in to PACER Systems

PACER
Public Access to Court Electronic Records

Manage My Account

Mfa Tester

Account Number	0000000
Username	mfatester01
Amount Due	\$0.00
Account Balance	\$0.00
Case Search Status	Active
Account Type	Upgraded PACER Account
Multifactor Auth	Not Enrolled (Enroll)

Settings Maintenance Payments Usage

[Change Username](#) [Update PACER Billing Email](#)
[Change Password](#) [Set PACER Billing Preferences](#)
[Manage MFA Settings](#) [Set Security Information](#)

Figure 3: Manage My Account landing page

MFA Methods

Upon clicking **Enroll** or **Manage MFA Settings**, you may add an authentication app and/or get backup codes. If you are required to enroll in MFA, you must set up at least one of the two options.

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PACER
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Manage My Account

Mfa Tester

Account Number	0000000
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Amount Due	\$0.00
Account Balance	\$0.00
Case Search Status	Active
Account Type	Upgraded PACER Account
Multifactor Auth	Not Enrolled (Enroll)

Multifactor Authentication Methods

⚠ Multifactor authentication (MFA) provides an extra layer of security to your account by requiring additional verification to log in. Once you enroll in the service, you must enter a one-time passcode using one of the methods below.

Authentication apps
Set up an authentication app to sign in using a one-time passcode. You may add up to 5 apps.
What is an authentication app? ⓘ

No authentication application has been configured for this account.

[Add App](#)

Backup codes
There are no valid backup codes for this account.

[Get New Codes](#)

[Cancel](#)

Figure 4: Multifactor Authentication Methods page

Adding an Authentication App

Step 5. Click **Add App**.

A security code is sent to the email address associated with the PACER account to verify that the account holder authorizes adding an authentication app.

Figure 5: Multifactor Authentication Methods page – Authentication apps section

TIPS

If you do not currently use an authentication app, you should research your options to find one that works best for you, and then download it prior to enrolling.

Open the authentication app on your device before you begin enrollment.

NOTE: The federal judiciary does not endorse specific authentication apps; however, some options include Authy, DUO Mobile, FreeOTP, Google Authenticator, and Microsoft Authenticator.

Step 6. Enter the security code from the email, and click **Submit**.

Figure 6: MFA Setup Verification dialog box

TIPS

You can add up to five authentication apps to the account, meaning you can enroll up to four other users' (e.g., paralegal) authentication apps in addition to your own.

If the security code email does not appear, check the junk email folder.

Step 7. Enter a nickname for your authentication app, and click **Next**.

Figure 7: Add an Authentication App dialog box – Name App tab

Step 8. On your authentication app, follow the instructions for adding an account. Typically, there is a “+” icon or an “Add Account” option that allows you to scan a QR code and/or enter a code manually (Figure 8). Once you add your PACER account to the authentication app, click **Next** (Figure 9).



Figure 8: Illustrations of generic authentication app displays for adding an account

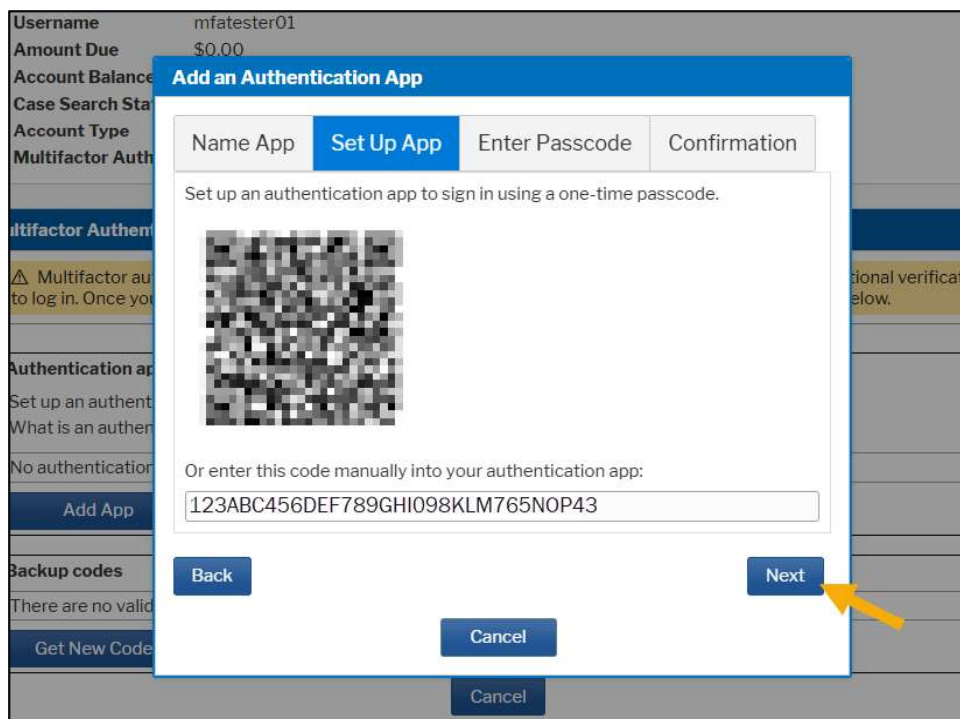


Figure 9: Add an Authentication App dialog box – Set Up App tab

Step 9. Enter the passcode displayed on your authentication app (Figure 10) in the Enter Code text field, and click **Next** (Figure 11).

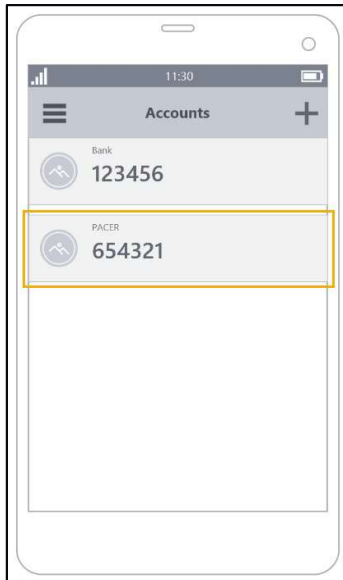


Figure 10: Illustration of generic authentication app display with passcodes

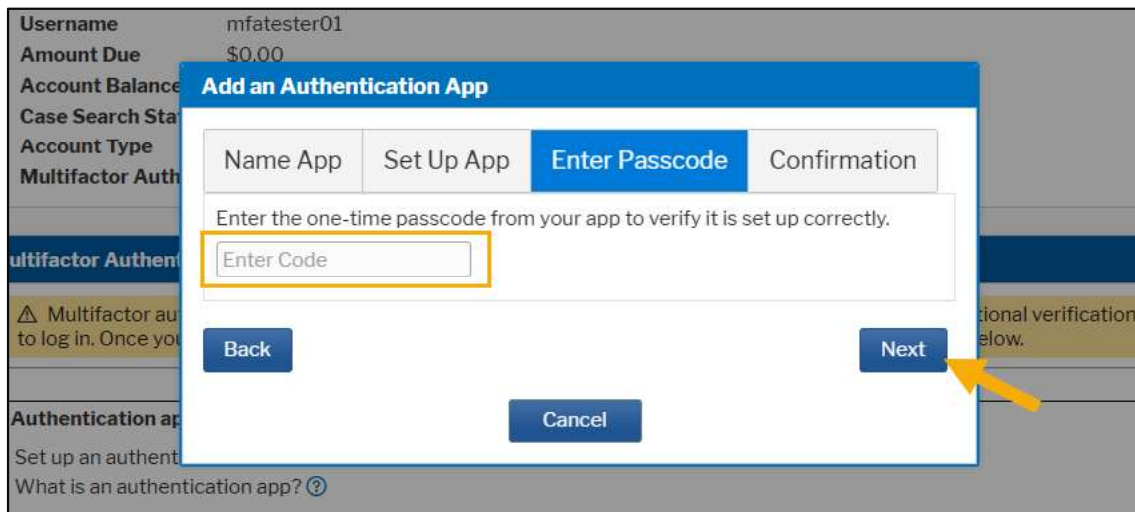
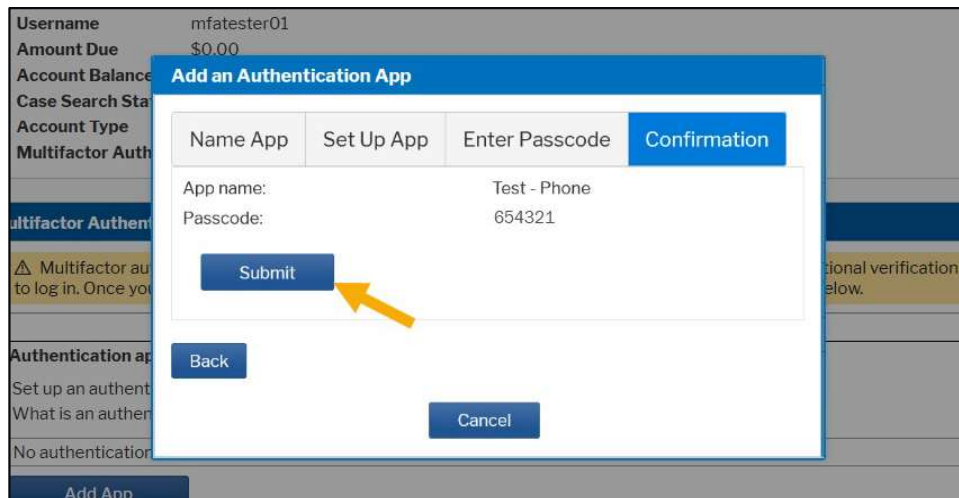


Figure 11: Add an Authentication App dialog box – Enter Passcode tab

NOTE: To move to the next step (Confirmation tab), you must click Next. Do not press the Enter key on your keyboard after you type in the passcode.

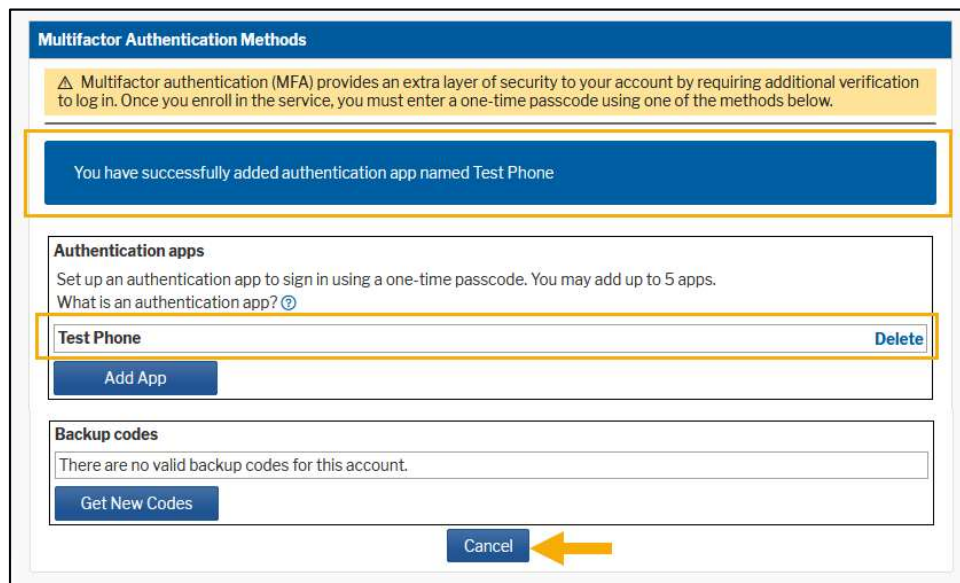
Step 10. Review and confirm your app name and passcode; then click **Submit**.



The screenshot shows a web interface with a sidebar on the left containing links like 'Username', 'Amount Due', 'Account Balance', 'Case Search Sta', 'Account Type', and 'Multifactor Auth'. The main content area displays a modal dialog titled 'Add an Authentication App'. The dialog has four tabs: 'Name App', 'Set Up App', 'Enter Passcode', and 'Confirmation'. The 'Confirmation' tab is active, showing 'App name: Test - Phone' and 'Passcode: 654321'. Below the input fields are three buttons: 'Submit' (highlighted with a yellow arrow), 'Back', and 'Cancel'.

Figure 12: Add an Authentication App dialog box – Confirmation tab

Step 11. You have successfully enrolled your authentication app. If you do not need to add more authentication apps or get backup codes, click **Cancel**.



The screenshot shows the 'Multifactor Authentication Methods' page. At the top, a blue header bar contains the title. Below it, a yellow warning box explains that Multifactor authentication (MFA) provides an extra layer of security. A blue success message box states 'You have successfully added authentication app named Test Phone'. Under the 'Authentication apps' section, a table lists the app 'Test Phone' with a 'Delete' button. Below this is an 'Add App' button. The 'Backup codes' section shows a message 'There are no valid backup codes for this account.' and a 'Get New Codes' button. At the bottom right, a 'Cancel' button is highlighted with a yellow arrow.

Figure 13: Multifactor Authentication Methods page with success message for adding an authentication app

Deleting an Authentication App

Step 1. Click the **Delete** link next to the app you want to delete in the Authentication apps section.

Figure 14: Multifactor Authentication Methods page

NOTE: If you are required to use MFA, you will not be able to delete all your authentication apps unless you have generated backup codes.

Step 2. Enter a backup code or passcode, and click **Submit**.

Figure 15: Confirm Deletion dialog box and illustrations of a generic authentication app display and list of backup codes

NOTE: Use the passcode displayed by the authentication app to be deleted. Once you delete the authentication app from your PACER account, you can no longer use its passcodes.

Step 3. You have successfully deleted the authentication app. If you need to add an authentication app, go to Step 5 of the Adding an Authentication App section above. If you are finished, click **Cancel**.

The screenshot shows the 'Multifactor Authentication Methods' page. At the top, a blue header bar contains the title. Below it, a yellow warning box explains that Multifactor authentication (MFA) provides an extra layer of security. A blue message box states 'App Test Phone has been deleted.' Below this, the 'Authentication apps' section shows a message that no authentication application has been configured for this account, with an 'Add App' button. The 'Backup codes' section shows a list of backup codes generated on 04/21/2025, with a 'Delete' link. At the bottom, a 'Cancel' button is highlighted with a yellow arrow pointing to it.

Figure 16: Multifactor Authentication Methods page with success message for deleting backup codes