

All applications for admission must be submitted on www.pacer.gov.

Option One: Attorneys in Good Standing in one of the following

- State of New York
- U.S. District Court of Connecticut and the State of Connecticut
- U.S. District Court of Vermont and the State of Vermont

Documents You Will Need:

1. Certificates of Good Standing
 - One for each state in which you are admitted
 - Certificates must have been issued within 30 days of filing the application
2. [Petition for Attorney Admission](#)*
3. [Sponsoring Affidavit](#)* of an attorney admitted to this Court who has known you for at least one year

What to Do:

1. Save all your certificates of good standing as one PDF. Save your petition and sponsoring affidavit as a second PDF.
2. Log into www.pacer.gov.
 - Go to Manage My Account, Maintenance, Attorney Admissions/E-file Registration
 - Choose Eastern District of New York, Attorney Admissions and E-filing.
 - [Complete all required fields](#).
 - Upload documents listed above.
3. Pay the \$201.00 fee when you receive an email from the Court with the payment link.
4. Provide a hard copy of your original completed application to the Court by mail or in person, at least ten (10) days prior to your ceremony date and within thirty (30) days of issuance of your certificates of good standing.
5. Appear on the date of the hearing with the sponsoring attorney.

Option Two: Reciprocity Admission

- Attorneys in good standing in the U.S. District Court, Southern District of New York

Documents You Will Need:

1. Certificate of Good Standing from Southern District of New York
2. [Affidavit in Support of Reciprocity Admission](#)*

What to Do:

1. Log into www.pacer.gov.
 - Go to Manage My Account, Maintenance, Attorney Admission/E-file Registration
 - Choose Eastern District of New York, Attorney Admissions and E-filing.
 - [Complete all required fields](#).
 - Upload documents listed above.
2. Pay the \$201.00 fee when you receive an email from the Court with the payment link.
3. Provide a hard copy of your original completed application to the Court in person within thirty (30) days of issuance of your certificate of good standing.
4. Take the oath of office and sign the roll in the EDNY Clerk's Office.

***Please note:**

*See Local Civil Rule 1.3 for the specific requirements of petition and affidavits.