

**UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF VIRGINIA**

**PUBLIC NOTICE**

**ORDER ADOPTING AMENDMENT TEXT TO LOCAL BANKRUPTCY RULE 9010-1  
PENDING PROMULGATION OF RULE AMENDMENT AND  
CONFORMING REVISION TO CLERK'S CM/ECF POLICY 2**

1. Effective December 1, 2013, amended Federal Rule of Bankruptcy Procedure 1007(b)(7) permits an individual debtor the option of having an approved post-petition personal financial management course provider (course provider) notify the Court directly that the debtor has completed a post-petition instructional course concerning personal financial management.
2. An amendment to Official Form 23, Debtor's Certification of Completion of PostPetition Instructional Course Concerning Personal Financial Management, which conforms to the amendment to Federal Rule of Bankruptcy Procedure 1007(b)(7), also takes effect December 1, 2013.
3. As set forth in Standing Order No. 13-5, effective December 1, 2013, pending promulgation of the final amendment to Local Bankruptcy Rule 9010-1, the filing of Official Form 23 by a course provider, as a CM/ECF user with limited filing privileges, is excepted from any requirements under Local Bankruptcy Rule 9010-1 that such filings must be made by an attorney.
4. The filing of Official Form 23 shall be made electronically by the course provider as a CM/ECF user with limited filing privileges.
5. The Court entered Standing Order No. 08-4 on March 14, 2008, effective March 17, 2008, which, in part, adopted Local Bankruptcy Rule 5005-2. Pursuant to this Local Bankruptcy Rule, the Clerk of Court is permitted to promulgate and revise the Court's Electronic Case Files (CM/ECF) Policy. Promulgation of the CM/ECF Policy permits the Clerk to make necessary changes and is formatted in such a manner as to facilitate its reference by external ECF users, the bar, and public in addition to Court users.

Effective December 1, 2013, an amendment has been made to CM/ECF Policy 2 – Eligibility; Registration; Withdrawal; and Passwords, at Policy 2(A)(2)(a), and a new provision is added at Policy 2(A)(2)(d), which conform to Standing Order No.13-5; both of which pertain to including approved course providers to become CM/ECF users with limited filing privileges solely for the purpose of filing Official Form 23.

The amendment to CM/ECF Policy 2(A)(2)(a) and new 2(A)(2)(d) are attached to this Notice.

William C. Redden  
Clerk of Court

Dated: November 21, 2013

UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF VIRGINIA

In re

Adoption of Amendment Text to ) Standing Order No. 13-5  
Local Bankruptcy Rule 9010-1 )  
Pending Promulgation of Rule )  
Amendment )

ORDER ADOPTING AMENDMENT TEXT TO LOCAL BANKRUPTCY RULE  
9010-1 PENDING PROMULGATION OF RULE AMENDMENT

Effective December 1, 2013, amended Federal Rule of Bankruptcy Procedure 1007(b)(7) permits an individual debtor the option of having an approved personal financial management course provider notify the Court directly that the debtor has completed a post-petition instructional course concerning personal financial management. To give effect to this rule amendment, a corresponding amendment to Official Form 23, Debtor's Certification of Completion of PostPetition Instructional Course Concerning Personal Financial Management, has been made, which will instruct the debtor to complete and file that form only if the course provider has not already notified the Court of the debtor's completion of the course.

To notify the Court directly of a debtor's course completion, an approved course provider will file Official Form 23 electronically with the Court. An approved course provider must register as a CM/ECF user by completing and submitting a Case Management/Electronic Case Files (CM/ECF) System User with Limited Privileges Registration Form, which the Clerk shall provide upon request.

NOW, THEREFORE, IT IS ORDERED that:

Effective December 1, 2013, pending the promulgation of the final amendment to Local Bankruptcy Rule 9010-1, the filing of Official Form 23 by an approved personal financial management course provider, as a CM/ECF user with limited filing privileges, is excepted from any requirement under LBR 9010-1 that such filings must be made by an attorney. The filing of Official Form 23 shall be made electronically by the course provider as a CM/ECF user with limited filing privileges.

Dated: November 20, 2013

**FOR THE COURT:**

/s/ Stephen C. St. John  
STEPHEN C. ST JOHN  
Chief United States Bankruptcy Judge

**UNITED STATES BANKRUPTCY COURT  
for the  
EASTERN DISTRICT OF VIRGINIA**

**CASE MANAGEMENT/ELECTRONIC CASE FILES (CM/ECF)  
POLICY STATEMENT**



**Effective December 1, 2013  
(Version 11/14/13)**

**Revision to CM/ECF Policy 2 – Eligibility; Registration; Withdrawal; and Passwords**

**CM/ECF POLICY 2 – ELIGIBILITY; REGISTRATION; WITHDRAWAL; AND  
PASSWORDS**

(A) . . . .

(1) . . . .

(2) ***Registration with Limited Privileges***

(a) ***Generally:*** An entity may register to become a User with limited privileges in the ECF System for the purpose of filing or withdrawing a proof of claim, notice of mortgage payment change, notice of postpetition mortgage fees, expenses, and charges, response to a notice of final cure payment, request for notices or notice/service, notice of appearance, reaffirmation agreement, creditor change of address, ~~or~~ transfer of claim, or Official Form 23 with the Clerk.

. . . .

(d) ***Approved Post-Petition Personal Financial Management Course Provider:*** A post-petition personal financial management course provider approved by the United States Trustee Program shall register to become a User with limited privileges solely for the purpose of filing a completed Official Form 23 as provided for in <<Standing Order No. 13-5>>.