NOTICE TO APPROVED PERSONAL FINANCIAL MANAGEMENT COURSE PROVIDERS

Effective December 1, 2013, Federal Rule of Bankruptcy Procedure 1007(b)(7) has been amended to permit an approved debtor education provider to notify the Court directly that the debtor has completed a post-petition instructional course concerning personal financial management. This rule change pertains to post-petition debtor education certificates only, not to certificates received for pre-petition credit counseling.

The Bankruptcy Court for the **Southern District of Georgia** will permit personal financial management course providers to file the Certificate of Debtor Education under Rule 1007(b)(7) electronically using the electronic financial management course certificate filing program (eFinCert) instead of requiring course providers to register as a limited filer in the Court's CM/ECF filing system.

Please note that the failure of the provider to file the certificate OR of the debtor(s) to file the certificate in a timely fashion in accordance with Federal Rule of Bankruptcy Procedure 1007(c) will constitute a failure of the debtor(s) to comply with this Rule and will result in the debtor's case being closed without a discharge. See Federal Rule of Bankruptcy Procedure 4004(c)(1)(H).

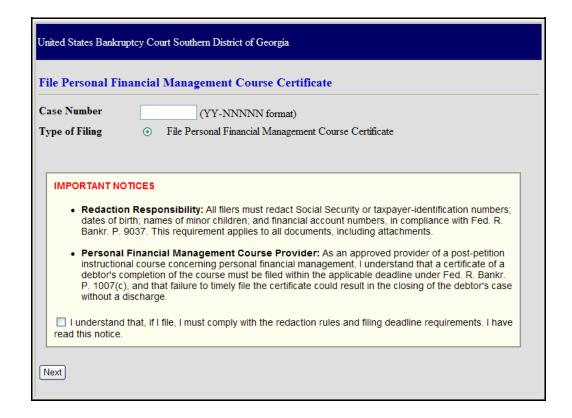
Use of this electronic filing program constitutes certification that the filer is a U.S. Trusteeapproved provider of a personal financial management instructional course.

» File Personal Financial Management Course Certificate (eFinCert)

Penalty for filing fraudulent certification: Fine of up to \$500,000 or imprisonment for up to 5 years, or both. 18 U.S.C. Sections 152 and 3571.

Instructions on how to navigate the eFinCert program are provided on the following pages.

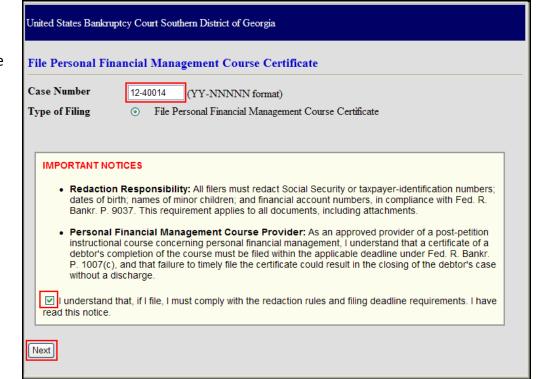
This is the initial screen you will see upon entering the program.



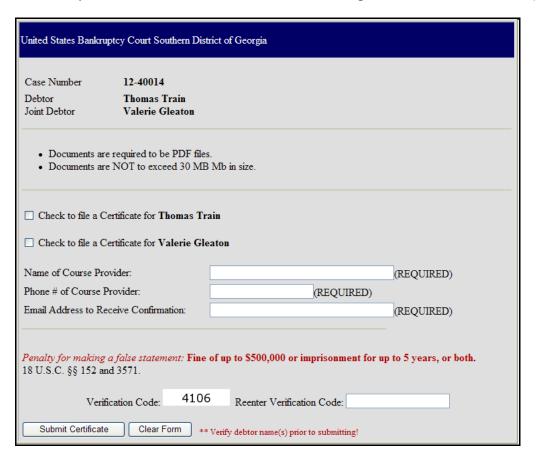
Enter the case number.

Read the Important Notices and check the compliance box.

Click Next.



This is the next screen that will appear. All the information entered into this screen will be used to create your finalized docket event in CM/ECF along with the PDF attachment(s).



First select which debtor you are filing a certificate for. You may select one or both debtors. You can see by making your selection, a field appears for you to attach your PDF.



The **Filename** field is where you enter the path and filename of the proposed PDF file. Click the **Browse** button to locate and select the file. You can also type the path and filename in the box.



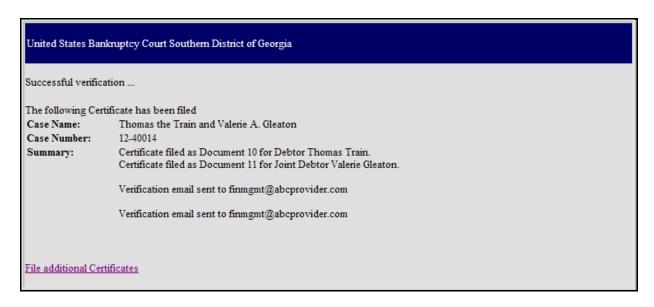
Next enter your information into these boxes. All information is required and the program will not let you bypass entering it.

Name of Course Provider:	ABC Provider, Inc		(REQUIRED)
Phone # of Course Provider:	912-555-1212	(REQUIRED)	
Email Address to Receive Confirmation:	finmgmt@abcprovider.com		(REQUIRED)

The verification code located at the bottom left of this form must be reentered into the **Verification Code** text box on the right. Once this has been done, click **Submit Certificate**.

Verification Code:	4106	Reenter Verification Code: 4106]	
Submit Certificate Clear Form ** Verify debtor name(s) prior to submitting!				

Upon receipt of your filing, the system will generate a verification screen and email notification of the filing will be sent to the email you provided to receive confirmation. The email will include a link for you to view the filed document.



To file additional certificates, click the **File additional certificates** link.