QRG – Creating a MyCourtMN Account

Create an account


2. Click Create Account. Do not create an account if you already have a MyCourtMN account.

3. Complete all required fields.
   a. First Name
   b. Last Name
   c. Email Address - must be your personal or individual address - not work-related
   d. Street Address and Phone Number
   e. Security Questions and Answers
   f. Password. MyCourtMN passwords do not change when a network password changes.
   g. Confirmation of Terms of Service
4. Click **Save**. You will receive an email with instructions on how to activate your account.

![Form for creating a MyCourtMN Account](image-url)

**First Name (required)**

**Last Name (required)**

**Middle Name**

**How can we contact you?**

**Email Address** *(required – this will be your user name)*. Important alerts will be sent to the email address:

**Sample Email@courts.state.mn.us**

**Street Address**

**City**

**State**

**Zip**

**Security questions**

These questions will be used to verify your identity in the event you forget your password. In order to reduce the possibility of someone else guessing your answer, please use a question and answer that is easy for you to remember and hard for others to guess. Please note that your answer is case-sensitive and will be displayed exactly as entered.

1. **Question 1**
   - **What is your dog's name?**
   - **Answer**
     - **Bandit**

2. **Question 2**
   - **What is your grandfather’s first name?**
   - **Answer**
     - **Ryland**

**Specify your password**

A password strength of good or strong is required. When this requirement is met the bars below will go green. Other characters (-, /, @, #, $, %, ^, &, *, +). Multiples of each add to the strength.

**New Password**

Password Strength: **Strong**

**Confirm Password**

Password Strength: **Strong**

**Confirm your changes**

**I have read and understood the Terms of Service.**

**Save**  **Cancel**
Activate the account

1. Click to open the confirmation email from MyCourtMN.

2. Click the link in the body of the email to confirm and activate your account. You must use the activation link to activate the account prior to logging into MyCourtMN.

Activate your account

Click this [link](#) to activate your account.

PLEASE DO NOT REPLY TO THIS EMAIL.
If you reply to this email, your reply will *NOT* be read.

Some applications require a confirmation code for activation when you first log in. The code is available in the confirmation email.

Updating an Email

1. Go to application and log in. Example: [http://irma.courts.state.mn.us](http://irma.courts.state.mn.us).

2. Click the **LOGIN** drop-down and select Interpreter/Agency Login.
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3. Click the drop-down list under your name in the upper right corner and click Settings.

4. Click Email.

5. Enter the new email address and password and click Continue.
Log into an application

Choose an application to log into.

- ParentsAttorneyRoster
- ERA: [https://era.courts.state.mn.us](https://era.courts.state.mn.us)
- IRMA: [https://irma.courts.state.mn.us](https://irma.courts.state.mn.us)
- MMC: [https://MMC.courts.state.mn.us](https://MMC.courts.state.mn.us)
- MMG: [https://mmg.courts.state.mn.us](https://mmg.courts.state.mn.us)
- PASS: [https://passmn.courts.state.mn.us/Providers](https://passmn.courts.state.mn.us/Providers)

![Enter the URL for the application you want to access](image)

Bookmark the specific application you’ll use. Do not bookmark the MyCourtMN site.