

# EOIR Courts & Appeals System (ECAS)

The EOIR Courts & Appeals System (ECAS) is part of an overarching information technology modernization effort at EOIR. ECAS was first introduced in July 2018 to phase out paper filing and processing, and to retain all records and case-related documents in electronic format. Now fully implemented at all immigration courts and adjudication centers and the Board of Immigration Appeals (BIA), ECAS supports the full life cycle of an immigration case including: electronic filing of court and appeals documents, processing and receiving filings, maintaining electronic Records of Proceedings (ROPs), preparing case information, conducting a hearing, and adjudicating appeals, while providing cost and time savings for all parties.

ECAS is composed of multiple applications dedicated to different stakeholders, including:

- ECAS Case Portal for attorneys and accredited representatives.
- ECAS BIA Portal for BIA

# GUIDELINES FOR UPLOADING DOCUMENTS

<https://case-access.eoir.justice.gov/assets>

**2. All certificates filed must be limited to 25 megabytes (MB) uploaded.**

Documents larger than 25MB must be split into multiple files and uploaded separately. If a submission includes multiple files, each document name should be numbered indicating the part and order of the submission (e.g., Johnson\_Brief\_Part1, Johnson\_Brief\_Part2).

Separate submissions cannot be combined into a single file (i.e., do not combine submissions for different document types from the dropdown into one uploaded file). For example, if a user wants to file an asylum application, a supporting brief, and country conditions documentation, the user should separately file: (1) the application; (2) then the brief; and (3) then the country conditions evidence.

## Case Portal Download Guidelines

official record of proceeding. Each unique eROP (e.g., bond, merits) that falls under an A-Number is available for download in separate zip files.

# ECAS Outage Log

For technical support, email [ECAS.techsupport@usdoj.gov](mailto:ECAS.techsupport@usdoj.gov) or call 1-877-388-3842 Monday through Friday, except federal holidays, from 6 a.m. - 8 p.m. Eastern Time.

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Revision #1

Created 29 April 2025 21:16:55 by Joseph

Updated 29 April 2025 21:17:47 by Joseph