

Certificate of Financial Management Training

Before the debtor may be discharged, they must successfully complete a U.S. Trustee approved Financial Management Training Program and file the certificate of completion with the Court. The Certificate must be filed no later than 60 days after the first date set for the §341 Meeting of Creditors. Failure to timely file the Certificate may result in the debtor's case closing without a discharge. Should the debtor wish to reopen the case for the purpose of filing the Certificate at a later date in order to receive a discharge, additional fees will be owed to the Court.

The Certificate of Financial Management Training is filed as a separate document. The instructions are as follows:

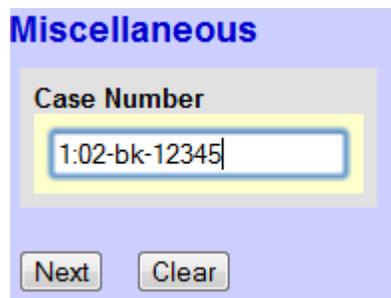
Step 1 Click **Bankruptcy** on the Main Menu Bar.



Step 2 Select the **Misc/Other** Category



Step 3 Enter your case number and click **Next**.

A screenshot of the 'Miscellaneous' case number entry form. The form has a light blue background. At the top is the title 'Miscellaneous'. Below it is a section titled 'Case Number' with a text input field containing '1:02-bk-12345'. Below the input field are two buttons: 'Next' and 'Clear'.

Step 4 Select **Financial Management Course** event and Click **Next**.

Miscellaneous
[02-12345 Mark Siarvilvrk and Joe Smoetmite](#)
 Type: bk Chapter: 7 v Office: 1 (Boston)
 Assets: y Judge: HJB
 Case Flag: DISMISS 109g, DEFER, JNTADMN, FeeDueINST, DISCHARGED, APPEAL

Start typing to find an event.

| Available Events (click to select events) | Selected Events (click to remove events) |
|--|--|
| Exigent Circumstances re: Credit Counseling | |
| Expenses Re: FVPS | |
| Financial Management Course | |
| Intent to Cure Default | |
| Interrogatories | |
| Involuntary Petition - Add Party | |
| Involuntary Summons Service Executed | |
| Involuntary Summons Service Unexecuted | |
| Matrix | |
| Nondischargeable Debt | |
| Notice of Abandonment | |
| Notice of Appearance and Request for Notice | |
| Notice of Change of Address | |
| Notice of Commencement of Case (Ch.15) | |
| Notice of Intent to Request Transcript Redaction | |

Step 5 Click **Next** at the Joint Filing with Other Attorney screen

Step 6 Select your client from the box and click **Next**.

Step 7 Browse and attach your Certificate of Financial Management Training and Click **Next**.

Miscellaneous:
[02-12345 Mark Siarvilvrk and Joe Smoetmite](#)
 Type: bk Chapter: 7 v Office: 1 (Boston)
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Filename
 no file selected

Attachments to Document: No Yes

Step 8 To make certain you are about to associate the correct PDF file for this entry, right click on the filename with your mouse and select Open and check the document.

Step 9 Close Adobe Acrobat by clicking on the control box in the upper right hand corner of the window. If the document is correct, click open and the path will

populate under Filename. Click **Next** to continue.

Step 10 Proofread your entry and click **Next**.

Miscellaneous:

[02-12345 Mark Siarvilvrk and Joe Smoetmite](#)

Type: bk Chapter: 7 v Office: 1 (Boston)
 Assets: y Judge: HJB
 Case Flag: DISMISS 109g, DEFER, JNTADMIN, FeeDueINST, DISCHARGED, APPEAL

Docket Text: Modify as Appropriate.

Financial Management Course Certificate filed by Debtor Mark Siarvilvrk (Love, A)

Step 11 Final Text. Proofread this screen carefully and click **Next**.

Miscellaneous:

[02-12345 Mark Siarvilvrk and Joe Smoetmite](#)

Type: bk Chapter: 7 v Office: 1 (Boston)
 Assets: y Judge: HJB
 Case Flag: DISMISS 109g, DEFER, JNTADMIN, FeeDueINST, DISCHARGED, APPEAL

Docket Text: Final Text

Financial Management Course Certificate filed by Debtor Mark Siarvilvrk (Love, A)

Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.
 Have you redacted?

Note: This is your final opportunity to review the docket text and make any corrections necessary. Click the browser **Back** button at the top of the screen to return to the needed screen to make corrections or click on **Bankruptcy** and start over.

Clicking **Next** commits the transaction to the database and can no longer be modified by you.

Step 12 The **Notice of Electronic Filing** screen displays. This Notice of Electronic Filing screen verifies the filing has been sent electronically to the court's database.

Miscellaneous:

[02-12345 Mark Siarvilvrk and Joe Smoetmite](#)

Type: bk Chapter: 7 v Office: 1 (Boston)
 Assets: y Judge: HJB
 Case Flag: DISMISS 109g, DEFER, JNTADMIN, FeeDueINST, DISCHARGED, APPEAL

United States Bankruptcy Court
 District of Massachusetts TRAIN DATABASE

Notice of Electronic Filing

The following transaction was received from A Love entered on 3/13/2012 at 4:49 PM EDT and filed on 3/13/2012
Case Name: Mark Siarvilvrk and Joe Smoetmite
Case Number: [02-12345](#)
Document Number: [216](#)

Docket Text:
 Financial Management Course Certificate filed by Debtor Mark Siarvilvrk (Love, A)

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:N:\Basic Computer Training\PRACTICE - Redacting.pdf
Electronic document Stamp:
 [STAMP bkccfStamp_ID=1021399670 [Date=3/13/2012] [FileNumber=173483-0]
 [280b338480aff17b952ba7ce3343d286097f95610f02f644f93cd4943ee49e0c48b
 7fa335b7ab027ce47fa6d6ab40d024828a800f17b2fdfe165730ddfc02]]

02-12345 Notice will be electronically mailed to:

Jillian Kindlund Aylward
 eileen_garrity@mab.uscourts.gov

A Love on behalf of Debtor Mark Siarvilvrk
 amber_love@mab.uscourts.gov

02-12345 Notice will not be electronically mailed to: