



USER GUIDE: ONLINE CRIMINAL DEBT PAYMENT SYSTEM


This guide provides a step-by-step walkthrough for requesting access to the online payment system, activating your account and making secure payments. Once approved by the U.S. Probation and Pretrial Services office, you can use this portal to pay special assessments, restitution, and fines via the Pay.gov payment system.

I. Requesting Access to the Payment System


1. Go to <https://apps.cacd.uscourts.gov/criminaldebt>
2. Fill out all required fields, including the docket number.
 - To add your docket number, click the **+** icon to open the docket entry field.

 If you have already been granted access to the payment site, please click  [here](#) to proceed.

First Name*	Middle Name	Last Name*
<input type="text" value="John"/>	<input type="text" value="A"/>	<input type="text" value="Doe"/>

Click  to add your docket number. You must add at least one docket number, but you can add more. *


- Enter your docket number and your assigned probation officer's name. Then, Click **Add**.

Enter docket number and officer name. Then, click 

Docket Number*	Probation Officer Name*
<input type="text" value=""/>	<input type="text" value="Jane Roe"/>

If you don't know the name of your probation officer, enter N/A.

Docket Description

 Cancel

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- Once all information is entered, click **Submit** to complete your registration request.

Please enter the characters and/or numbers shown below:

ZT3GKL2

ZT3GKL2 [new image](#)

[Submit](#) [Clear](#)

- You will receive an initial email confirming that your request was received. Keep this for your records.

Dear John Doe:

Your online application has been received.

Name: John Doe
Tracking Number: [REDACTED]
Date: 12/29/2025

Please include the tracking number as your reference on any communications with our office about this transaction.

We recommend that you keep this email for your records. Once your eligibility has been confirmed, you will receive a confirmation email that includes instructions on how to activate your access to the online criminal debt payment system.

Thank you for requesting to enroll in the online payment program.

U.S. Pretrial and Probation Offices
Central District of California
Tel: (213) 894-3600

II. Activating your Access to the Payment System

Once the U.S. Probation and Pretrial Services office confirms your eligibility, you will receive a second email containing instructions on how to activate your account.

- Click the link provided in the approved email. First-time users will be prompted to create a password to establish their secure account. If you are an existing user, who has previously set up credentials, the link will instead direct you straight to the login page.

Your request to make an online payment for the docket number, [REDACTED] has been approved.

To access the site, please reset your password by clicking the [link](#) provided. The link will expire on 12/29/2025 03:13:42 PM.

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- You will be redirected to a page where you can set up your password. Note that your email address serves as your user ID. Enter your new password and click **Change**.

Change password

User ID: john.doe@yahoo.com

Password

Confirm password

Change

Cancel

- Click **Continue** to go to the registration page.

✓ Password Self Service

Your password has been changed successfully.

Continue

- Use the link on the registration page to access the login page shown below, or use the direct link here: <https://apps.cacd.uscourts.gov/criminaldebt/Home/Login>

Accessing the system requires a one-time registration to create a secure account. During this process, you will need to docket number and the name of your assigned probation officer. Once your registration is reviewed and approved, you can initiate payments at your convenience, ensuring full compliance with your court-ordered financial obligations.

i If you have already been granted access to the payment site, please click **here** to proceed.

First Name*

Middle Name

Last Name*

- Enter your email address and the password you created in Step 2 and click **Submit**.

Login

Email address

Password

[Forgot Password](#)

Submit

Clear

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6. Check your email for a secondary access token. Enter this code on the portal screen and click **Submit** to access the payment system.

Login


Your secondary token will expire in 3:32

Verification Code

Submit

Once you are authenticated, you will be directed to your payment portal.

Welcome to your secure payment portal

Hi Doe, John  [sign-out](#)

You can easily make your payment and view your transaction history.

Make new payment

Transaction History:

☒ Completed ☒ Settled (ACH) ☒ Pending ☒ Failed ☐ Canceled All▼

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Docket Number	Date/Time	Pay.gov Tracking Id	Amount	Status
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III. Submitting Payments via Pay.gov

1. From your secure dashboard, click **Make new payment**.

Make new payment

Transaction History:

2. Select the correct docket number, enter the payment amount, and click **Pay via pay.gov**.

Follow the steps below:

1. Select your docket number:

2. Enter amount:

3. Click **Pay via pay.gov** to begin your payment. You will be redirected to the pay.gov payment screen. Please follow the on-screen instructions to complete your payment.

Pay via pay.gov

[Cancel](#)

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- You will be redirected to the secure Pay.gov site. Select either **Bank Account (ACH)** or **Debit Card** and click **Continue**.

Online Criminal Debt Payment System

Payment Information

Payment Amount \$100.00

I want to pay with my

- ☐ Bank account (ACH)
- ☐ Debit Card

Continue

[Cancel](#)

- Enter all required information, including account details. Once completed, click **Continue**.

Online Criminal Debt Payment System

Please provide the payment information below. Required fields are marked with an *

Agency Tracking ID

Payment Amount
\$100.00

* Account Holder Name

John Doe

* Account Type

Personal Checking



* Routing Number

* Account Number

* Confirm Account Number

Continue

Previous

[Cancel](#)

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- Review your information, check the box to agree to the authorization and disclosure statement, and click **Continue**.

Online Criminal Debt Payment System

Please review the payment information. Required fields are marked with an *

Agency Tracking ID

Payment Amount

\$100.00

Payment Method

ACH Debit

Account Holder Name

John Doe

Account Type

Personal Checking

Routing Number

Account Number

[Print Authorization and Disclosure Statement](#)

more than \$50 if someone uses your credentials without your permission to authorize a debit transaction. If you do NOT tell us within two business days after you learn of the loss or theft of your authentication credentials, and we can prove we could have stopped someone from using your authentication credentials without your permission if you had told us, you could lose as much as \$500. Also, if your financial institution account statement shows transfers that you did not make, tell us at once. If you do not tell us within 60 days after your financial institution statement was mailed to you, you may not get back any money you lost after the 60 days if we can prove that we could have stopped someone from taking the money if you had told us in time. If a good reason (such as a long trip or a hospital stay) kept you from telling us, we will extend the time periods. We will not send you a periodic statement listing transactions that you make. The transactions will appear on the account statement issued by your financial institution. PRINT OUT AND SAVE A COPY OF YOUR PAYMENT CONFIRMATION THAT IS DISPLAYED WHEN YOU APPROVE A PAYMENT AND CHECK IT AGAINST THE ACCOUNT STATEMENT YOU RECEIVE FROM YOUR FINANCIAL INSTITUTION. If you have authorized us in advance to make regular payments out of your account, you can stop any of these payments if you contact us sufficiently in advance. In some instances, you can cancel payments yourself online. We may not be able to stop the payment if you do not contact us at least

☒ * I agree to the Pay.gov authorization and disclosure statement

[Continue](#)

[Previous](#)

[Cancel](#)

- Once the transaction is processed, you will be redirected back to the portal screen. Click **Go back to the main page**.

Your criminal debt payment has been successfully submitted through the Pay.gov website.

Name: John Doe

Tracking Number:

Pay.gov Tracking ID:

Amount: \$100.00

Date: 12/29/2025

[Go back to the main page](#)

For assistance, please contact:

U.S. Pretrial and Probation Offices

Central District of California

Tel: (213) 894-3600

- Your new payment will appear in your transaction history on the main dashboard.

Transaction History:

☒ Completed ☒ Settled (ACH) ☒ Pending ☒ Failed ☐ Canceled

All

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	Docket Number	Date/Time	Pay.gov Tracking Id	Amount	Status
Show Details		12/29/2025 07:01 PM		\$100.00	Pending

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- Click **Show Details** next to any transaction to see full receipts

Details ×

Date: 12/29/2025 07:01 PM

Docket Number: [REDACTED]

Docket Description:

CCAM: [REDACTED]

Pay.gov Tracking Id: [REDACTED]

Agency Tracking Id: [REDACTED]

Status: Pending

Amount: \$100.00

Payment Date: 12/31/2025

Refunded: ☐

Disputed: ☐

NSF: ☐

Close

The system displays a detailed payment history for each case. You need to use this history, along with your original judgement order, to track your remaining outstanding balance.