

**NEW YORK STATE UNIFIED COURT SYSTEM
OFFICE OF COURT ADMINISTRATION**



**PRINCIPAL SURROGATE'S COURT CLERK
EXAMINATION GUIDE**

PRINCIPAL SURROGATE'S COURT CLERK

SUBJECT OF EXAMINATION

This examination will be multiple-choice designed to assess knowledge of legal terminology, statutes, rules and procedures in effect in the New York State Unified Court System as of December 31, 2017, as set forth in the:

- A. **Surrogate's Court Procedure Act:** Articles 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 17a, 18, 19, 20, 21, 22, 23, 24, and 25 and articles of Civil Practice Law and Rules referred to therein;
- B. **Estates, Powers and Trusts Law:** Articles 1, 2, 3, 4, 5, 7, 11, 12, and 13;
- C. **Domestic Relations Law:** Section 117;
- D. **Social Services Law:** Section 384B;
- E. **New York State Tax Law:** Sections 971(a), 981, and 994;
- F. **Mental Hygiene Law:** Article 81 - Sections 81.01 to 81.08;
- G. **Rules of the Chief Administrator of the Courts:** Parts 130-1.1, 130-1.1a and Part 207, and official court forms;
- H. **Rules of the Chief Judge:** Part 36.

TIMING – Principal Surrogate's Court Clerk exam applicants are given four (4) hours to complete the exam.