

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



**PRINCIPAL COURT CLERK
EXAMINATION GUIDE**

PRINCIPAL COURT CLERK - SUBJECT OF EXAMINATION

This written examination is designed to assess knowledge of legal terminology, statutes, rules and procedures in effect in the New York State Unified Court System. The list below is subject to change for any future exam, and reflects the subject of examination as of October 2, 2018 as set forth in:

1. **Civil Practice Laws and Rules** including but not limited to Articles 2, 3, 4, 5, 6, 10, 11, 12, 21, 22, 23, 30, 31, 32, 34, 41, 44, 50, 52, 54, 55, 62, 63, 70, 75, 78 and 80.
2. **Criminal Procedure Law** including but not limited to Articles 1, 10, 30, 100, 110, 120, 160, 170, 180, 190, 195, 200, 215, 216, 220, 260, 270, 280, 290, 300, 310, 320, 330, 340, 350, 360, 380, 390, 400, 410, 420, 430, 440, 500, 510, 520, 530, 540, 720, 722, and 730.
3. **Penal Law** including but not limited to Articles 55, 65, 70, 80 and 85.
4. **Family Court Act** including but not limited to Articles 1 (Parts 1, 5, 6,7) , 2 (Parts 4, 6), 3 (Parts 1, 2, 4, 5, 6, 7, 8), 4, 5, 5-B (Parts 1, 2, 3, 4,6) 6, 7, 8, 10, 10-A, 10-B, 10-C and 11 and any other statutes, rules and court procedures referred to therein;
5. **Other laws and statutes including:**
 - a. Domestic Relations Law Articles 3 (15-a), 5-A (Titles I, II, III), and 7 (Titles I, II, III), 10;
 - b. Social Services Law Sections 358-a, 383-c, 384, 384-b, and 384-c;
 - c. Uniform Rules for the New York State Trial Courts Parts 200, 202, 205 (Sections 2-5, 7b, 11, 12, 15, 17, 26, 28d, 29, 36, 37, 42-44, 49, 50, 52, 53, 59, 64, 67, 80, 86) and 208;
 - d. Corrections Law Articles 6C and 23;
 - e. Real Property Actions and Proceedings Law Article 7;
 - f. Vehicle and Traffic Law Sections 511, 1192 and 1193;
 - g. Mental Hygiene Law Articles 9, 10 and 81.

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