

Uncontested Divorce in New York:

New York State Court Electronic Filing

<https://iapps.courts.state.ny.us/nyscef/HomePage>



DIVORCE DEN

NYSCEF Electronic Filing Worksheet (Educational)

This worksheet is designed to help self-represented (pro se) litigants understand what to expect when filing an uncontested divorce in New York Supreme Court using the NYSCEF electronic filing system.

Disclaimer: This worksheet is for educational purposes only. It is not legal advice and does not create an attorney-client relationship. You are encouraged to have an attorney review your documents before filing.

1. Big Picture Overview

- Divorce cases in New York are filed in Supreme Court.
- Family Court and Supreme Court may both address related issues, but only Supreme Court can grant a divorce.
- Filing documents does not mean you are divorced.
- A judge must review and sign the Judgment of Divorce.

2. What Is NYSCEF?

NYSCEF (New York State Courts Electronic Filing) is the official system used to file, serve, and access court documents electronically in participating counties.

What NYSCEF Is NOT

- It does not tell you which forms to file.
- It does not review your documents for accuracy.
- It does not catch incorrect filings.
- It does not provide legal advice.

3. Is NYSCEF Right for You?

NYSCEF works best for individuals who are comfortable using a computer, uploading PDF documents, tracking deadlines, and managing court notices independently.

[4. What You Need to File Electronically](#)

- Reliable internet access and a computer
- Ability to scan documents into clear PDF format
- A valid credit or debit card (processing fees may apply)
- A private email address you can easily access

[5. Common Terminology](#)

Pro Se: Representing yourself without an attorney.

DRL: Domestic Relations Law governing divorce in NY.

Index Number: Case number issued by the County Clerk.

RJI: Request for Judicial Intervention (judge assignment).

Note of Issue: Filing stating the case is ready for review.

Plaintiff's Affidavit: Sworn statement from the filing spouse.

Defendant's Affidavit: Sworn statement from the other spouse.

Stipulation of Settlement: Written agreement resolving all divorce issues.

[6. Court Fees \(Subject to Change\)](#)

- Index Number: \$210
- RJI: \$95
- Note of Issue: \$30
- Stipulation of Settlement (\$35)

[7. General Timeline](#)

1. Purchase Index Number
2. File initiating documents
3. File affidavits and settlement documents
4. File RJI
5. File Note of Issue
6. Judicial review and decision

[8. Attorney Review \(Strongly Recommended\)](#)

You may be able to hire an attorney for limited-scope services to review your documents, even if you cannot afford full representation.

9. Notes & Personal Checklist

County: _____

NYSCEF Eligible: Yes No

NYSCEF Account Created: Yes No

Spouse Account Created: Yes No

Additional Notes:

This chart is intended for educational purposes only. Rules, timelines and fees may vary by county and case complexity. **** Not legal advice. ****

