

Committee on Access to Family Courts – Forms Approval Process

Subject forms listed within the SCR 88.09 process (dissolution, legal separation, parentage, modification) is as follows:

- Creation by Forms Subcommittee.
- Approval by CAFC.
- Preliminary submission to Supreme Court's General Counsel for review and comment.
- Submission to SJRC for comment (SJRC meets quarterly – January, April, July, October).
- SJRC's reply with comments received by CAFC.
- Revisions based on comments, if needed. If revised, CAFC approval of revision.
- CAFC recommends form to Supreme Court for consideration.
- Preliminary approval by Supreme Court.
- General Counsel prepares the Court order adopting the forms and approves CAFC's posting to Self-Represent website after order is approved by Supreme Court. (COR 20.04 (g))
- CAFC publishes on Self-Represent website after order is approved by Supreme Court.

Subject forms not listed within the SCR 88.09 process is as follows:

- Creation by Forms Subcommittee.
- Approval by CAFC.
- Preliminary submission to Supreme Court's General Counsel for review and comment.
- Submission to SJRC for approval.
- NOTE: SJRC has authority to issue forms without Court review and approval as long as the form is not duplicative of a form that has been approved by the Court or the form is one the Court has to adopt (which is a provision of some statutes).

- **If Court approval is required:**
 - **General Counsel prepares the Court order adopting the forms and approves CAFC's posting to Self-Represent website after order is approved by Supreme Court. (COR 20.04 (g))**
 - **CAFC publishes on Self-Represent website after order approved by Supreme Court.**
- **If Court approval is not required:**
 - **General Counsel approves CAFC's posting to Self-Represent website after order is approved by Supreme Court. (COR 20.04 (g))**
 - **CAFC publishes on Self-Represent website.**

NOTE: Once the Supreme Court approves a form, only the Supreme Court can modify that form. Therefore, modifications to forms previously approved by the Supreme Court must be submitted to the Supreme Court for approval.

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