



HIGH COURT OF AUSTRALIA

How to file an amended initiating document.

To upload a new initiating document, such as an amended application for special leave, ensure you are logged into your account and have accessed the case. You must be a registered user with access to the case in order to lodge a document.

In the case, go to the **Pending Documents** tab:

The screenshot shows the case management interface for 'Anor | S110/2025'. The 'Pending Documents' tab is selected, indicated by a red arrow. The interface includes a progress bar with stages: Lodged, Filed, Listed, and Finalised. Below the progress bar are tabs for Court Files, Pending Documents, Correspondence Documents, Parties, and Payments. A search bar and 'Grant Access'/'Refresh' buttons are present. The main table lists documents with columns for Document, Filed By, Date, Status, View Document, and Download Document.

Document	Filed By	Date	Status	View Document	Download Document
Transcript -from hearing	HCA	14-08-2025 08:00	Filed	View	Download
Sealed order of the primar...	George Testing	11-08-2025 18:18	Filed	View	Download
Form 23 - Application for l...	George Testing	11-08-2025 18:18	Filed	View	Download
Notice of Appeal / leave t...	George Testing	11-08-2025 18:18	Filed	View	Download
Affidavit	George Testing	11-08-2025 18:18	Filed	View	Download
Sealed order of the Court ...	George Testing	11-08-2025 18:18	Filed	View	Download
Reasons for decision of th...	George Testing	11-08-2025 18:18	Filed	View	Download
Reasons for decision of th...	George Testing	11-08-2025 18:18	Filed	View	Download

Click on the **File a Document** button.


The screenshot shows the same case management interface, but with the 'File a Document' button highlighted by a red arrow. The button is located in the top right corner of the document list area. The table below shows a single entry: 'Notice of intervention' filed by '[redacted]' on 13-08-2025 12:59, with a status of 'Lodged'.

Document Name	Filed By	Date	Status	View Document	Download Document
Notice of intervention	[redacted]	13-08-2025 12:59	Lodged	View	Download

Showing 1 to 1 of 1 entries < 1 > 10 Records Per Page ▾

This will bring up a pop-up where you can upload your document:

Please Upload the Supporting Document *


Click or drag file to this area to upload

File name	Type *	Description	Amended
9. Further_Amended_Form_2...	Initiating Document ▾	<input type="text" value="Please Enter Description"/>	<input type="checkbox"/>

Upload the document you wish to file and then select **Initiating Document** from the document **Type** list.

You can then submit the document for approval by the Registry.