

Objecting to a Recalculation Decision – Mandatory Prerequisites

This supplements information provided in the Child Support Recalculation Program’s (RP) information sheet, [Objecting to a Recalculation Decision](#). These instructions should only be used if:

- you do not agree with your Recalculation Decision and want to keep the Decision from taking effect; and
- you are not allowed, either by your court order or procedural rules of the court, to file a court application until you take a specific action referred to as a “mandatory prerequisite”.

If you can file a court application to vary your child support without first having to complete a mandatory prerequisite, then this information sheet does not apply to you.

Common mandatory prerequisites to filing a court application

If you must complete mandatory prerequisites before you are allowed to file your court application, your objection will be valid if, before the objection deadline stated in your Recalculation Decision, you schedule the required prerequisite.

The most common types of mandatory prerequisites are listed below. For each kind of prerequisite, we list specific instructions as to what you must do within the objection period and how to notify the RP.

Type of mandatory prerequisite	What is required <u>within the objection period</u> to object to a Recalculation Decision?	What would cause the Recalculation Decision Objection to be cancelled, and the Decision to go into effect?*
<p>Family Docket Court (Edmonton & Calgary)</p> <p>Family Docket Court is a place you go before you can proceed with the scheduling of any formal applications in a family matter for the Court of King’s Bench. It is a place where the Court considers your matter and directs you to a process that best serves the needs of your family and your children.</p>	<ul style="list-style-type: none"> • Follow the instructions on the Family Docket Court website to schedule the matter for Family Docket Court. • Complete the Notice of Objection to Recalculation Decision form. Attach a copy of the filed Notice to Attend Family Docket and send both documents to the RP. <ul style="list-style-type: none"> ○ If you submitted your Notice to Attend Family Docket to be filed by email, a copy of the email can be included if you have not received the filed document back. • Your application must clearly say you do not agree with the Recalculation Decision. 	<ul style="list-style-type: none"> • If you do not attend your Family Docket Court date. • If the court indicates the application has been dismissed.
<p>Child Support Resolution Program (CSRP) (Edmonton & Calgary)</p> <p>CSRP is for parties who need help reaching an agreement about financial support for their children. If both parties agree to participate in the CSRP, they can book an appointment with the CSRP to object to a recalculation decision instead of going through Family Docket Court first.</p>	<ul style="list-style-type: none"> • Follow the instructions on the CSRP website to register for the CSRP. • Complete the Notice of Objection to Recalculation Decision form. Send the form to the RP with the date scheduled for your CSRP meeting. 	<ul style="list-style-type: none"> • If you do not attend the CSRP that you requested.
<p>Intake meeting (Calgary & Red Deer)</p> <p>In the Court of King’s Bench, a self-represented party (i.e. a person who</p>	<ul style="list-style-type: none"> • Schedule an intake meeting before the objection deadline. The meeting does not need to take place before the deadline, but you need to do the scheduling before then. • Ensure court staff give you an email or a business card confirming your meeting date and time. 	<ul style="list-style-type: none"> • If you do not attend your scheduled intake meeting, or if you file a court application after the intake meeting but do not show up on your court date.

<p>does not have a lawyer handling their matter) may not be able to file a court application regarding child support without first attending an intake meeting with court staff.</p>	<ul style="list-style-type: none"> • Complete the Notice of Objection to Recalculation Decision form. Attach a photocopy of the email or both sides of the business card and send this to the RP. 	
<p>Case management meeting</p> <p>Occasionally, court orders contain a special provision saying a party cannot start a court application without first meeting with a case management judge or court lawyer.</p>	<ul style="list-style-type: none"> • Schedule a case management meeting before the objection deadline. The meeting does not need to take place before the deadline, but you do need to make the appointment before the deadline is over. • Ensure you print off the meeting confirmation you receive when you book online, or photocopy any confirmation letter you get through regular mail. • Complete the Notice of Objection to Recalculation Decision form. Attach a copy of your meeting confirmation and send this to the RP. 	<ul style="list-style-type: none"> • If you do not actually attend your scheduled case management meeting, or if you file a court application after the meeting but do not show up on your court date.
<p>Mediation</p> <p>A court order may contain a special provision saying a court application cannot be filed until the parties first meet with a mediator. In general, this is a private mediator who does not work for the courts or government.</p> <p>OR</p> <p>Free family mediation may be available if one parent earns a gross income of \$60,000 or less per year.</p>	<ul style="list-style-type: none"> • Schedule a mediation meeting before the objection deadline. The meeting does not need to take place before the deadline, but you do need to make the appointment before the deadline is over. • Obtain a written note or email from the mediator to confirm your appointment. • Complete the Notice of Objection to Recalculation Decision form, and send this to the RP. 	<ul style="list-style-type: none"> • If you do not actually attend your scheduled mediation session, or if you file a court application after mediation but do not show up on your court date.
<p>Parenting After Separation (PAS)</p> <p>In the Court of King's Bench, you cannot file an application to vary child support without first filing with the court a certificate proving you have completed the PAS course. The PAS course can be completed online.</p>	<ul style="list-style-type: none"> • Complete the PAS course to receive your certificate of completion. • Complete the Notice of Objection to Recalculation Decision form. Attach a copy of your PAS completion certificate and send this to RP. 	<ul style="list-style-type: none"> • If you advise the RP that you intend to file an application after completion of the PAS course but fail to do so. • If you file a court application after attending the PAS course but do not show up on your court date.

****If you withdraw your objection or it is cancelled, the Recalculation Decision will go into effect as of the effective date in the Decision.***

Keeping the RP informed

It is essential that you keep the RP informed when you are objecting to a Recalculation Decision. The most convenient and secure way to send your completed Notice of Objection and attachments to the RP is through [Recalculation Info Online \(RIO\)](#). Providing the RP with complete information protects you by ensuring the RP can advise the Maintenance Enforcement Program (MEP) what child support amount is actually in effect, so the MEP charges the correct amount.

After sending the RP your Notice of Objection, be sure to inform the RP of all steps you take to get your objection application before the courts. Once you complete your mandatory prerequisite, let the RP know if you have reached an agreement with the other party or if you are proceeding with a court application. You should also promptly provide the RP with a copy of any court application you file to vary child support and any new court order you obtain that affects your child support.

How to contact Alberta's Child Support Recalculation Program

Recalculation Program
8th Floor, 10365 97 Street
Edmonton AB T5J 3W7

Telephone: 780-401-1111 (toll-free: 310-0000)
Fax: 780-644-3674
Email: recalculation@gov.ab.ca
Website: www.recalculation.alberta.ca

The RP is unable to see clients in person. Please contact us by mail, phone, fax or email.