

# PARENTING AFTER SEPARATION PROGRAM NOTICE OF REQUIREMENT AND EXEMPTION FORM

**For Applicants:** If you are:

- applying for an order for guardianship, parenting arrangements or contact with a child or a child support order in the Abbotsford, Campbell River, Chilliwack, Courtenay, Kamloops, Kelowna, Nanaimo, New Westminster, North Vancouver, Penticton, Port Coquitlam, Prince George, Richmond, Surrey, Vancouver (Robson Square), Vernon or Victoria registry of the Provincial Court, or
- applying to change, suspend or terminate an existing order for guardianship, parenting arrangements or contact with a child or a child support order in these courts,

**the court requires you to attend** a Parenting After Separation (PAS) session before you appear in court.

**For Respondents:** If you are named as the other party (respondent):

- in an application in the Abbotsford, Campbell River, Chilliwack, Courtenay, Kamloops, Kelowna, Nanaimo, New Westminster, North Vancouver, Penticton, Port Coquitlam, Prince George, Richmond, Surrey, Vancouver (Robson Square), Vernon or Victoria registry of the Provincial Court, and
- you wish to appear in court to respond to this application,

**the court requires you to attend** a Parenting After Separation (PAS) session before you appear in court

Also, check the information in the package of court documents you receive to see what other steps you have to take if you wish to respond to an application.

## **Attending a PAS Session:**

Register for a PAS Session. The **PAS brochure in this package tells you who to contact** for PAS sessions in your area. Attend the session and receive a Certificate of Attendance. File the Certificate of Attendance at the court registry.

## **When This Requirement May Not Apply:**

In some situations you may not be required to attend a PAS Session (be exempt). Look at the Exemption Form now to see if you are exempt. **Sometimes one or both parties are automatically exempt. These situations are listed on the front page of the form. The reasons listed on the back page of the form only apply if you receive permissions from the PAS Program Administrator to be exempt from attending.**

If your situation is urgent, for example: you are concerned about your safety or the safety of your children, be sure to tell staff at the Provincial Court Registry or the Family Justice Centre or your lawyer. Other exemptions might apply to you.

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## **IMPORTANT NOTE**

**A first court appearance cannot be set until one of the parties (applicant or respondent) files a Certificate of Attendance or shows that he or she did not have to attend.** Both parties must file a certificate before they appear in court or show that they are exempt.



# OTHER REASONS

If you tick off any of boxes 6 to 8 below, your request for an exemption must be approved by the Program Administrator. You should hear from the Program Administrator within 5 working days of sending in this form. **Be sure to fill out the contact information at the beginning of this form because the Program Administrator might need to contact you for more information about your request.**

6.  There is no PAS session in my community       I have no electronic access to PAS.

I live in: \_\_\_\_\_  
Name of Community

7.  I am not fluent in English. I am fluent in this (or these) language(s);

Note that the Program Administrator may require parties to complete online PAS if it is offered in a language in which the parties are fluent.

8.  I am incapable of attending due to a serious medical condition. Please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Signature of person requesting exemption

Date \_\_\_\_\_

**Remember**, if you tick any one of boxes 6–8, you must have this form reviewed by the Program Administrator. Fax this Exemption Form to the PAS Program Administrator at (250) 565-6070 or mail this Exemption Form to:

PAS Program Administrator, 471-1011 Fourth Avenue, Prince George, BC V2L 3H9.

**The PA should contact you within 5 working days of receiving this form with a decision and will also file this form with the Prince George Provincial Court Registry.**

**Remember** to include a telephone number where the Program Administrator can contact you to get more information about your request.

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## FOR USE OF PROGRAM ADMINISTRATOR (PA) ONLY

- \_\_\_\_\_ is required to attend online PAS in English or \_\_\_\_\_  
(name of person applying for exemption) (name of language)

and file a Certificate of Completion

- approved – \_\_\_\_\_ is exempted from the requirement to attend a PAS session.  
(name of person applying for exemption)

- not approved – \_\_\_\_\_ must attend a PAS session.  
(name of person applying for exemption)

\_\_\_\_\_

Signature of Program Administrator

Date \_\_\_\_\_