NOTICE

PARENT EDUCATION AND MEDIATION REQUIREMENTS

You are required to serve this Notice on the other party with your Petition pursuant to SLR 8.013(4).

MANDATORY MEDIATION:

- **Is required** if you and the other parent cannot agree on custody and parenting time and the Respondent (other parent) has filed a response to the petition for dissolution or custody.
- If you are required to attend mandatory mediation, you must attend Mediation Orientation (see below).
- **A judge will not hear your case until BOTH parties have attended mediation when required.**

Petitioner (parent filing the case):

- You must attend a Court Mediation Orientation within 2 weeks from receiving the response to your petition.
- You must successfully complete a mandatory Parenting Class whether or not the other parent files a response to your petition.

Respondent (parent responding to a case that has been filed):

- If you are filing a response to a petition for dissolution or custody, **YOU MUST** successfully complete a mandatory parenting class.
- You must also attend mandatory mediation if required (see above).
- If you have received an Order for Mediation, **YOU MUST** attend a Mediation Orientation and successfully complete a Parent Education class **PRIOR** to your scheduled mediation session.
- If you have **NOT** received an Order for Mediation within 30 days from filing your response, you must attend a Court Mediation Orientation to schedule your mediation session.

MEDIATION ORIENTATION:

- Is conducted every Wednesday at 4:00 p.m. in the Jury Assembly Room in the Jackson County Justice Building.
- At the Mediation Orientation you will be assigned a time when you and the other party in your case are to participate in a mediation session.
- You will be provided with certified copies of an Order that you **MUST SERVE** on the other party.
- **You must bring your case number to Mediation Orientation.**
- If you need an interpreter or accommodations under the Americans with Disabilities Act, please contact the mediation program in advance.
- The local parenting class will be offered immediately after Mediation Orientation ONLY on **the First and Third Wednesday of the month**.

MANDATORY PARENTING CLASSES:

- **If you have children, you must successfully complete a parent education class.**
- There are two options:
  - on-line parenting class ($39.95)
  - attendance at local parenting class ($30.00)

Information regarding each of the parenting class options is attached. If you do not have this information, you may obtain it at the family law window at the Jackson County Justice Building or online at www.courts.oregon.gov/Jackson.

The parties shall successfully complete the parent education program **prior to any court hearing or trial and prior to attending mediation** (SLR 8.013(2).

CONTACT INFORMATION:

Court Mediation Program - 100 S. Oakdale Ave., Medford, OR 97501 - 541-776-7171 ext. 240

Parent Education Online Course Option

Meeting the Requirements of ORS 3.425 for Parent Education and Local Rules
For the 1st Judicial District of Oregon, Jackson County Circuit Court

Program Name: The Center for Divorce Education's
CHILDREN IN THE MIDDLE ONLINE (CIMO)
(Offered in both English and Spanish)

What is CIMO?: An online co-parenting course for divorcing or separating parents that teaches specific communication techniques to help minimize parental conflict and improve things for the child(ren).

1. **What you will need:**
   a. Access to the Internet
   b. The e-mail address for the Jackson County Court to email your certificate of completion directly to the court [see #7b (below) for further instructions].
   c. If eligible, your *approved court order* stating fees are waived/deferred (if so, skip to #5 below).

2. **Go to:** http://online.divorce-education.com

3. **Click on** "Purchase," subscribe/pay and complete registration.

4. You will receive an email confirmation of your registration along with your **Username** and **Password**.

5. Processing Fees Waivers/Deferrals **(if eligible):**

   a. On your **approved** court order which states fees are waived/deferred:

      i. **Write your name and e-mail address** at the top of the approved court order.

      ii. **Fax** approved court order to: **(740)594-2521**.
      NOTE: your fee waiver/deferral request will be processed
      Monday - Friday 7:00 a.m.- 5:00 p.m (EST).
      Any fee waiver/deferral requests received on weekends or holidays will be processed the following Monday (or first business day).

   b. You will receive an e-mail confirmation of your registration along with your **Username** and **Password.** Please allow 48-72 hrs for processing of fee waiver/deferral requests**.**

6. Once you have your Username and Password, **go to Website**: http://online.divorce-education.com
   a. **Click on:** "Log In" (upper right corner)
   b. Enter your Username and Password. Begin course.

7. **What to do with: CERTIFICATE OF COMPLETION**:
   When you complete the course and successfully pass, you will be issued a certificate of completion. Please do *BOTH* of the following steps:

   a. Print at least one (1) copy of the certificate for your records. **YOUR CASE NUMBER MUST APPEAR ON THE CERTIFICATE.** If your case number is not pre-printed on the certificate when you print it, **you must write the case number on the certificate yourself.** Keep this copy on file and carry it to court with you in case needed.

   b. **Once at the "Results Page" click on "e-mail copies of the certificate" and type in the e-mail address to the Jackson County Court: jacparentclass@ojd.state.or.us**. A copy of your certificate will be emailed directly to the court. **NOTE**: the court's e-mail address is intended for receiving certificates only, not for ongoing correspondence.

Jackson County Local Parenting Class Option

Meeting the Requirement of ORS 3.425 for Parent Education and Local Rules for the 1st Judicial District of Oregon, Jackson County Circuit Court

Class Name: **Parenting in Transition**

Location: **Jackson County Justice Building**
2nd floor, Jury Assembly Room
100 S. Oakdale Ave., Medford, OR 97501

Day: **First and Third Wednesday of each month**

Time: **4:00 p.m to 5:00 p.m - Mediation Orientation**
5:00 p.m. to 8:30 p.m. – Parenting in Transition

Cost: **$30.00 (cash or check) payable at the door***

How to sign up: **Pre-registration is NOT required, just appear on one of the days above.**

This class is mandatory for parents involved in a divorce, separation, custody, parenting time or paternity case. The class informs parents of ways to help their children cope with the changes in the family, so that their children will be less likely to develop long-term problems. Each class begins with an orientation to the mediation program.

Please attend this class prior to your mediation appointment.

Basic Guidelines:

- Be punctual
- Do not bring children
- Come prepared to actively participate
- Be prepared to attend the entire class to receive the Certificate of Attendance.**

***** If your filing fees were waived or deferred, you must present a copy of the Order Waiving/Deferring Filing Fees at the time you attend the class.

** The Certificate of Attendance is required to be filed with the court prior to your judgment being entered. Following completion of the Parenting in Transition class, the mediator will prepare, and file with the court, a Certificate of Attendance.