

## RCS LOG IN CHANGES EFFECTIVE AUGUST 2025

### New information as of August 2025

**RCS Log in:** <https://rcs.albertaccm.ca/>

**RCS Information:** <https://www.albertacourts.ca/cj/about-the-court/innovation/rcs>

Effective August 28, 2025 all users that have or need access to Remote Court Scheduling (RCS) will require an Alberta.ca account for sign in purposes.

If you already have access to RCS, you will be prompted to enter your old credentials during the first log in. All subsequent log in will be done using your Alberta.ca credentials. See instructions on pages 2-3 for steps for existing users.

### Important information for NEW RCS applications:

- Alberta.ca account must be created upon submitting your RCS application form to the Case Management Office (CMO)
- Access cannot be granted until:
  1. JSG IMT Support receives the completed and approved RCS application from CMO
  2. User has registered for access using Alberta.ca account

**\*\*When you receive the 'Account Activation Pending' message, this means your registration was successful\*\***
- New user registration instructions are shown on pages 4-5 within this document
- Access requests will be retained/monitored for 48 hours, please ensure you have registered for access immediately after submitting your request to CMO

### Alberta.ca Information:

Alberta.ca account can be created by visiting: <https://account.alberta.ca/ui/sign-in/create-new-account>

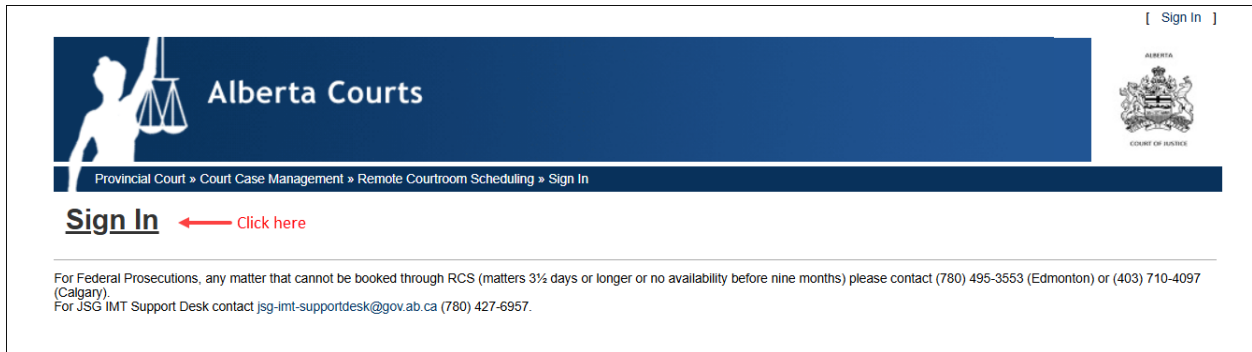
For assistance or troubleshooting issues with your Alberta.ca account, please see contact information below:

- Phone: 1-844-643-2789
- Email: [alberta-ca.account@gov.ab.ca](mailto:alberta-ca.account@gov.ab.ca)
- <https://www.alberta.ca/alberta-ca-account-contact>

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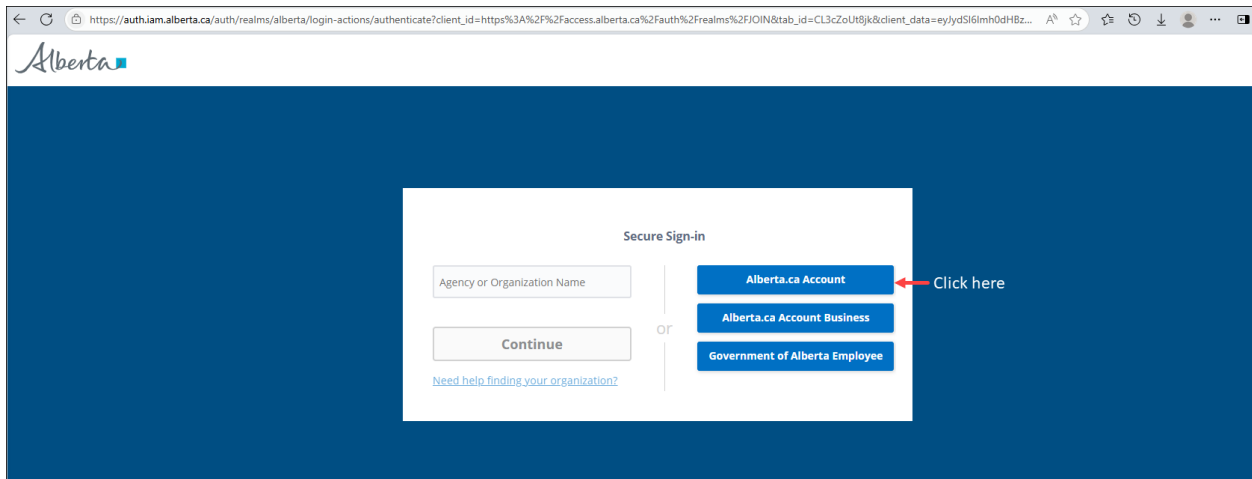
## INSTRUCTIONS FOR EXISTING RCS USERS (WITH ACTIVE EXTERNAL ID)

Click sign in:



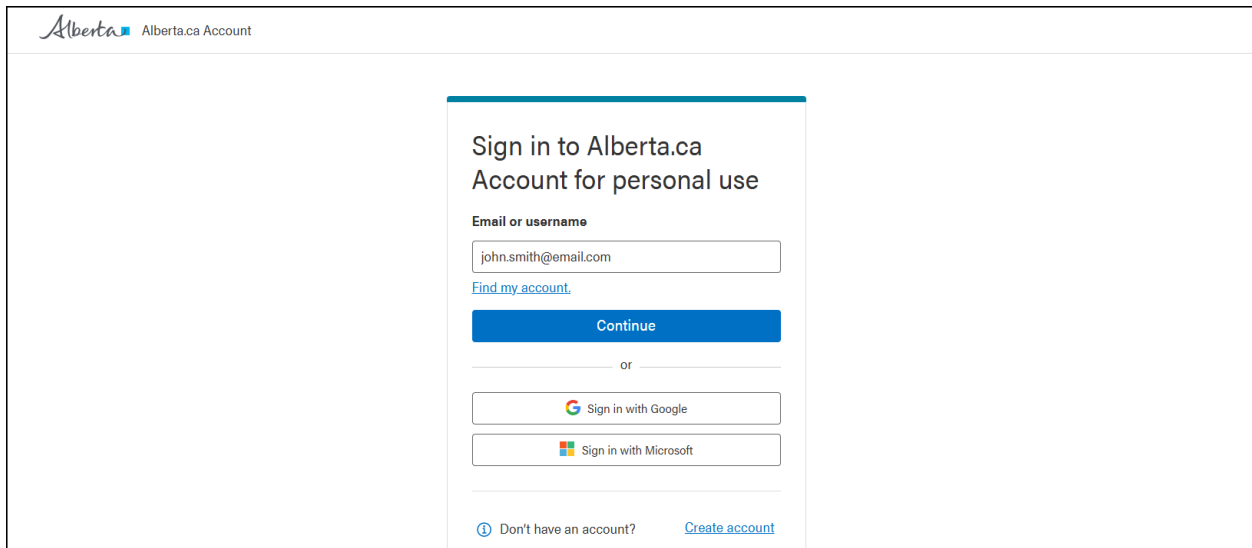
The screenshot shows the top navigation bar of the Alberta Courts website. On the left is the Alberta Courts logo featuring a silhouette of a person with scales. On the right is the Alberta Coat of Arms. Below the logo is the text "Alberta Courts". A breadcrumb trail reads "Provincial Court » Court Case Management » Remote Courtroom Scheduling » Sign In". A "Sign In" link is highlighted with a red arrow and the text "Click here". Below the navigation bar, there is a section for "Sign In" with a red arrow pointing to the text "Click here". At the bottom, there is a note: "For Federal Prosecutions, any matter that cannot be booked through RCS (matters 3½ days or longer or no availability before nine months) please contact (780) 495-3553 (Edmonton) or (403) 710-4097 (Calgary). For JSG IMT Support Desk contact jsg-imt-supportdesk@gov.ab.ca (780) 427-6957."

Select Alberta.ca account:



The screenshot shows a web browser window displaying the "Secure Sign-in" page on the Alberta.ca website. The page has a dark blue background. In the center, there is a white box containing the "Secure Sign-in" form. The form has a text input field for "Agency or Organization Name" and a "Continue" button. To the right of the "Continue" button is the word "OR". To the right of "OR" are three blue buttons: "Alberta.ca Account", "Alberta.ca Account Business", and "Government of Alberta Employee". A red arrow points to the "Alberta.ca Account" button with the text "Click here". Below the "Continue" button is a link: "Need help finding your organization?".

Sign in with Alberta.ca credentials:





The screenshot shows the "Sign in to Alberta.ca Account for personal use" page. The page has a white background. At the top left is the Alberta.ca logo and the text "Alberta.ca Account". The main heading is "Sign in to Alberta.ca Account for personal use". Below the heading is a form with a text input field for "Email or username" containing "john.smith@email.com". Below the input field is a link: "Find my account.". Below the link is a blue "Continue" button. Below the "Continue" button is the word "or". Below "or" are two buttons: "Sign in with Google" and "Sign in with Microsoft". At the bottom of the form are two links: "Don't have an account?" and "Create account".

## RCS LOG IN CHANGES EFFECTIVE AUGUST 2025

For users with an existing RCS external account, select yes. You will only receive this page on your first/initial log in.

[\[ Sign Out \]](#)

Alberta Courts  
Provincial Court » Court Case Management » Remote Courtroom Scheduling » Sign In

Do you have an RCS external account?



→ [Yes](#) [No](#)

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Sign in with your previous external account credentials. You will only receive this page on your first/initial log in.

[\[ Sign Out \]](#)

Alberta Courts  
Provincial Court » Court Case Management » Remote Courtroom Scheduling » Sign In

Sign In

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You are logged in to your Alberta.ca account as john.smith@email.com  
Please enter your username and password to link your RCS to the Alberta.ca account.

Username: \*

Password: \*

Forgot your password? Password expired? [Click here](#) to go to EXTERN ADS User Help and follow the prompts.

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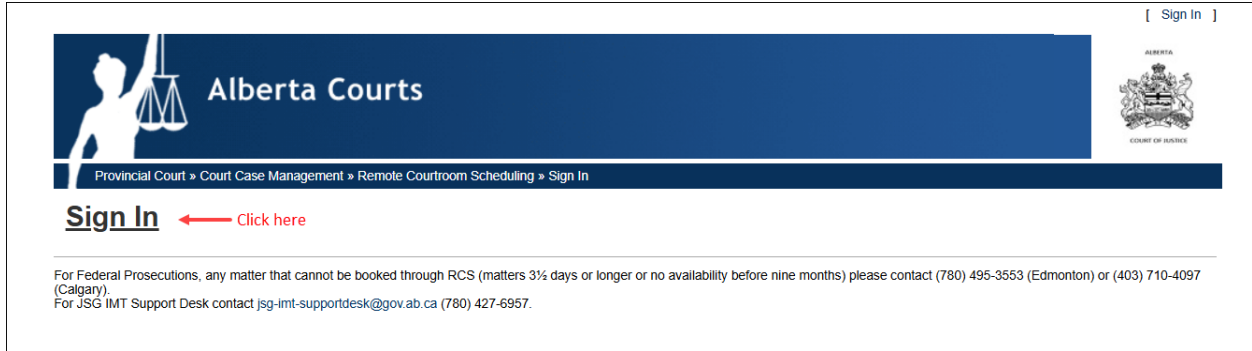
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After you successfully sign in with your RCS external account, your access will then be merged with your Alberta.ca account. Going forward, you will only access RCS with your Alberta.ca account.

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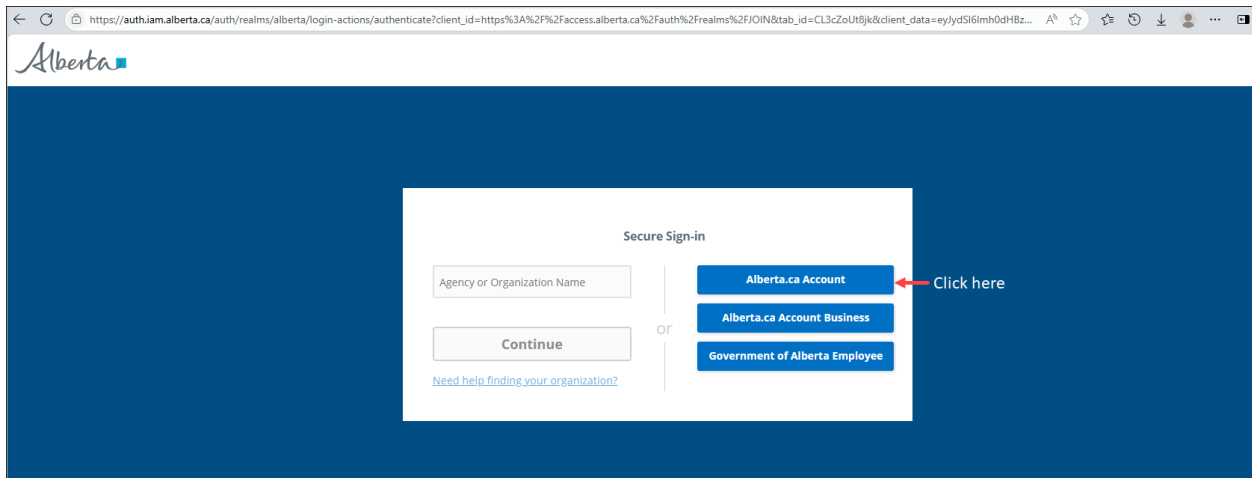
## INSTRUCTIONS FOR NEW RCS USERS

Click sign in:



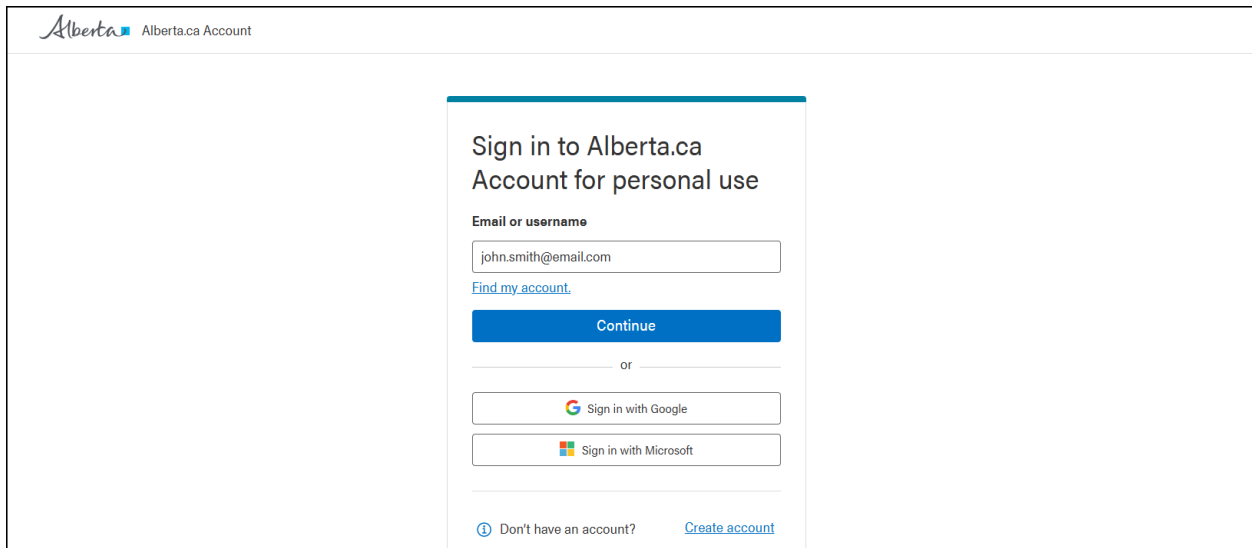
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Sign in with Alberta.ca credentials:



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## RCS LOG IN CHANGES EFFECTIVE AUGUST 2025

For new users who do not have an external RCS account, select no. You will only receive this page one time, or until your access has been granted.

**Alberta Courts**

[\[ Sign Out \]](#)

Provincial Court » Court Case Management » Remote Courtroom Scheduling » Sign In


Do you have an RCS external account?

Yes **No** ←

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If your access has not been granted yet, you will receive the 'Account Activation Pending' message below, this message means you have successfully registered for access.

**Alberta Courts**

[\[ Sign Out \]](#)

Provincial Court » Court Case Management » Remote Courtroom Scheduling » Sign In

**Account Activation Pending**

All requests for new access for defence counsel **must** be submitted by the Case Management Office (CMO).

If you are requesting access please complete the RCS request form located on the [Alberta Court of Justice website](#) and take it to your local courthouse CMO office for processing.

If you have already attended the CMO office in person to submit your request, your account will remain in pending status until the request is received and permissions have been granted.

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You will receive a Welcome to RCS email notification once your access has been granted. After your access is granted, you can log in with your Alberta.ca account. When you sign in with your Alberta.ca you will be automatically redirected to the RCS home page.