

INTERNATIONAL ADOPTION PROCESS - CHINA

* You may visit the website for China Centre for Adoption Affairs at www.china-ccaa.org

1. **ELIGIBILITY CRITERIA:**

- Only married couples are eligible
- Married two years or more if no previous marriages
- Married five years or more if there have been previous marriages
- No more than two divorces/annulments per couple
- Both parents must be more than 30 and less than 50 years of age at the time of registration in China
- Upper age limit extends to 55 if applying for special needs child
- Both parents must have Body Mass Index (BMI) under 40
- Applicants may not have any of the following conditions:
 - AIDS
 - Mental handicap
 - Infectious diseases
 - Blindness
 - Hearing or language loss (exempt if applying for special needs child)
 - Physical or facial deformity or loss of limbs
 - Conditions requiring long term treatment which affect life expectancy, eg. Cancer, lupus, nephrosis (kidney disease), epilepsy
 - Major organ transplantation less than 10 years ago
 - Schizophrenia or medicated for severe mental disorder such as depression, mania or anxiety less than two years ago
- Family income not less than \$10,000 for each family member including adopted child
- Net family assets must total at least \$80,000
- Families whose income is derived from retirement, disability, or insurance settlement are disqualified
- Both applicants must have education levels of high school, vocational training or more
- No family can have more than five children in the home, and the youngest child must be over 1 year (exempt if applying for special needs child)
- No criminal record for either applicant, and no history of domestic violence, sexual abuse, child abuse or abandonment
- No history of substance abuse for at least ten years

2. **AVAILABLE CHILDREN:**

- All children are in care of the Ministry of Civil Affairs – China Centre of Adoption Affairs (CCAA).
- Children from 6 months old and up, mostly girls (very few boys are available).
- All children are of Asian racial background.
- Applicants can only apply for one child per application, unless there are twins or siblings living in the same institution. Priority will be given to couples who are childless or have only 1 or 2 children in their home.
- China will not accept an application for a second child until one year after the first adoption, and the completion of the required Post Placement Reports at 6 months and 12 months after placement.

3. **DOCUMENTS REQUIRED:**

- **Adoption Application** – should be completed by the adoptive applicants themselves and is expected to be in the form of a letter. The contents of the Adoption Application should include:
 - name, date of birth, birth place and nationality of the applicants
 - motive for applying for adoption
 - clear intention and request for adopting a Chinese childthe adopters should promise not to abandon or abuse the adopted child and ensure that the child enjoys the same rights as their own biological children and promise to give the child a healthy upbringing and educate the adopted child to the best of their ability

- **The Home Assessment Report** – completed by a licensed adoption agency and approved by the provincial Central Authority. The CCAA has requested that the assessment include the following information:
 - Number of meetings, time, place and method of interviews: *must be face to face, not less than 4 meetings.*
 - *Plan for parenting:* The interaction between the applicants and the child, their experience in raising children, ways and means of parenting the adopted child; those applicants intending to adopt children of special needs or older children shall state clearly their mental preparedness and desire for the adoption and their suitability for parenting this kind of child. The social worker preparing the home study report shall make an assessment whether the adoption applicants are suitable for the adoption of this kind of child in the light of their parenting plan.
 - *Motivation for adoption:* The reason for the adoption and the reason why the applicants have chosen to adopt from China; their understanding of inter-country adoption, the potential risk and delay in the adoption process and their understanding and mental preparedness for the child's problems with adjustment to the adoptive home.
 - Whether the applicants have children, including children of previous marriages, adopted children, and children born out of wedlock.
 - *Children status:* the children's sex, age, interests and education; the children born in the previous marriage shall be mentioned whether or not they live together with the adoption applicants; children age ten and above living with the adoptive applicants shall clearly state their views on their parent(s) adopting a child from China.
 - *Type of child requested,* i.e. age bracket, health conditions that would be acceptable.
 - *Family background* including education, work experience, interests and hobbies, religion, spare time activities and their relationship with parents and siblings.
 - *History of abuse or violence and criminal record:* Include whether the applicants have any history of alcoholism, drug addiction, substance abuse, domestic violence, sexual abuse, child abuse, petty theft, etc. (even if there has been no arrest or conviction), whether there is any criminal records (including arrests and conviction). The social worker preparing the home study report shall make an assessment and recommendation in this regard.
 - *Health assessment* of the applicants, which includes whether the applicants suffer from mental and/or psychological illness and any unfavourable elements that may affect the upbringing of the child. The assessment must be supported by medical reports from medical practitioners in connection with these conditions. The social worker shall make an assessment on the impact of medical conditions.
 - *Family financial status:* The applicants' income and expenses, annual income, other income from various investments, family assets, liabilities, living expenses, the balance between income and expenditure. The social worker that prepares the home study report shall make conscientious assessment of the financial capacity of the adoptive applicants.
 - *Marital status:* The adopting couple shall give their views about each other, their attitude toward marriage, method for the resolution of issues and the extent of satisfaction with their marriage. Single applicants shall give their appraisal of singleness, whether they will get married in the future, and the attitude they will have toward their adopted children after a future marriage. Divorced persons shall state the reasons for ending the previous marriage or marriages, and include marriage and divorce dates. For single applicants, specify if anyone who is not a family member lives with the applicant and clearly indicate the reasons for sharing a household.
 - *Cohabitants:* The adoptive applicants (husband and wife or singles) who have cohabitants who are not members of the family shall state the relationship between them and the reasons for cohabitation. Single adoptive applicants living together with a cohabitant of the same sex shall submit a statement that neither of them are homosexuals and the social worker preparing the home study report shall make a reasonable, true and responsible assessment. Single adoptive applicants living together with friends of opposite sex shall truly reflect the nature of the relationship and the attitude of the cohabitant towards the adoption from China.
 - *Other adults:* living in the home of the original applicant must also provide health and criminal clearance certificates, whether relatives or non-relatives, residing with a married couple applicant or a single parent applicant. They must also state their attitude towards the adoption and how it will affect the current living arrangements. This will be included in the home study.
 - *Guardianship/raising commitment:* Should the adoptive applicants encounter an accident or premature death, who is designated as the child's guardian. Include the proposed guardian's

age, profession, marital status, the status of children, health and financial situation. The social worker preparing the home study report shall make assessment whether the designated guardian is suitable for the guardianship of the child. *The guardian designated by the adoption applicant must present a statement in writing to give his/her consent to the guardianship or raising of the adopted child and complete a financial statement to show they have the means to support the child.*

- *Previous applications:* Whether the adoptive applicants have been previously rejected or been the subject of an unfavourable home study. If they have been rejected before and have been given an unfavourable home study report, please give reason for the rejection, and attach the unfavourable home study report.
 - *Assessment and recommendation.* The social worker shall make an overall assessment of the adoptive applicants as to whether they are suitable to adopt a child from China and put forward suggestions of the child's age and health status.
 - *Living Conditions.* The adoption applicants' present residence, the area of their home and the environment in the community; availability of education institutions, medical facilities and recreation facilities. The description of the home must include an assessment of the living conditions and suitability for the child and determine whether the living space meets the requirements of the local government (if there are such requirements).
 - *Description of the community and environment in which the family resides,* in particular, the attitude of the community towards children from different racial backgrounds.
- Provincial Letter of Recommendation/Approval to Adopt From China - issued by Adoption Services.
 - Marriage Certificate or, if applicable, Spousal Death Certificate or Final Divorce Decree. Single applicants shall submit documents attesting to their status.
 - Birth Certificate for each applicant and all biological children.
 - Certificate of Profession, Income & Financial Status, from the applicants' employer stating occupation and position, the terms of employment and annual salary, prospects of continued employment. If the applicant is self-employed, the certificate of profession and income should be submitted by a certified public accountant, if the applicant is an accountant, the certificate should be submitted by another certified public accountant.
 - The family assets certificate should be completed on Form 1 (attached).
 - Letter from Applicants' Bank, stating financial status.
 - Certificate of Criminal Records Check for each applicant. If either of the applicants was born outside of Canada or was resident overseas for an extended period of time, an INTERPOL CANADA criminal clearance must be obtained. Valid for 12 months.
 - The Health Examination Certificate (Form 2 attached) must be completed by the applicants' doctor. The medical report continues to be valid if it is sent to the China Center of Adoption Affairs for 12 months from the date of issuance. The report must be legible or will be considered null and void. In the case that the adoptive applicant has taken certain medication for a long time, the kind of medication, its usage and efficacy shall be specified. If the adoptive applicant suffered from a serious illness or had an operation, a special medical report shall be made by a licensed doctor. The medical report must include the period of time the patient suffered illness or had an operation, the course of treatment and its result or the result of the operation, whether the patient has already recovered from the illness and whether the patient needs further medication to place his/her condition under control and the conclusion of whether the applicant is suitable to adopt a child.
 - Photocopy of each Applicant's Passport, page 2 & 3 showing photo and signature.
 - Notarized copy of Canadian Citizenship Certificate if the applicants were born in a foreign country and are now Canadian citizens.
 - Family Photographs – Two 2-inch bareheaded photos each of the adoption applicants and 6 photos reflecting their family life. Pets should not be included.
 - Affidavit of Authorization from the "stay at home parent" to the "travelling parent" if only one parent is proceeding to China to complete the adoption. This "Affidavit" should be in the form of a POWER OF ATTORNEY enabling the travelling parent to act in all legal matters pertaining to the adoption in China.

Please Note: The CCAA may require additional documents depending on the applicants' specific situation.

4. LEGALIZATION & TRANSLATION:

- **NOTARIZATION** - All original documents must be NOTARIZED (except document family photos and the copy of the passport). One notarial certificate is required for each document. Documents must be notarized by having a notarial certificate prepared to cover each document. The certificate must identify the document attached. Each page of the document must be stamped and initialed by the notary.
- **TRANSLATION** - All original English Documents must be submitted in English or in English and Chinese. The translator must be recognized by the Chinese Embassy. The translation may be completed in China.
- **LEGALIZATION AND CERTIFICATION** – Documents must be legalized by the Ministry of Foreign Affairs and authenticated by the Chinese Embassy/Consulate.
- **AUTHENTICATION** - All original notarized and certified English documents must be individually authenticated by the Chinese Embassy/Consulate.
- **COPIES OF DOCUMENTS REQUIRED:**
 - ONE set of original English Documents and ONE set of original Chinese documents, plus one copy of each, to be sent to China Centre of Adoption Affairs.
 - ONE set of English and Chinese copies to be retained on file with Adoption Services in Edmonton.
 - ONE set of English and Chinese copies to be retained in the applicant's personal file.

5. APPLICATION PROCESS:

Applicants register for a Ward International Adoption from China by completing the International Adoption Application form (CS 2777). The form is forwarded to:

Adoption Services, Alberta Children's Services
11th Floor, Sterling Place
9940 – 106 Street
Edmonton, Alberta T5K 2N2
Telephone: (780) 422-0178

Adoption Services provides authorization to the applicants to obtain the Home Assessment Report from a licensed adoption agency. The International Adoption Parent Preparation Course is part of the assessment process. The Home Assessment is valid for one year. Updates are required on an annual basis or when significant changes occur.

Applicants submit the Home Assessment Report and all supporting documents to Adoption Services. Adoption Services forwards the adoption package to China.

Applicants must advise Adoption Services of any changes in their circumstances during the international adoption process (e.g. pregnancy, birth of a biological child, adoption by an alternate option, absence from Alberta, poor health, financial or marital changes).

6. CANADA IMMIGRATION:

Adoptive applicants must contact Canada Immigration Centre to complete a sponsorship application and initiate the immigration process **as soon as they submit their Adoption Dossier**.

7. WAITING PERIOD FOR CHILD PROPOSAL:

Presently, the waiting period to receive a proposal of a child is about 16 months after the application has been accepted by China.

8. CHILD PROPOSAL/ACCEPTANCE:

The child will be proposed by Chinese authorities in Beijing. Basic information about the child, as well as the

medical and photograph(s) will be provided for the adoptive parents' review. Background information will not be available. China is aware that the medical information and child's photograph are usually old. China hopes to provide information that is no older than six months. Families can request additional information or tests.

As the information will be in Chinese, the adoptive parents will be responsible for obtaining a translation and providing this translation to Adoption Services.

The adoptive parents must indicate whether they accept or refuse the proposed child by completing and signing the "letter seeking confirmation from adoptive family" as soon as possible.

9. LETTER OF NO OBJECTION:

Adoption Services issues the Letter of No Objection for immigration purposes after approving the proposed match and receiving written acceptance of the match by the applicants.

10. NOTICE OF COMING TO CHINA TO ADOPT:

Approximately 4-6 weeks after receiving the Acceptance Letter, Chinese authorities provide the "Notice of Coming to China to Adopt", which is forwarded to the adoptive parents.

11. ADOPTION FINALIZATION - ADOPTIONS FROM CHINA ARE FINALIZED IN CHINA

Chinese authorities expect applicants to arrive in China in groups of at least 5.

It is preferable that both parents travel to China. However, if only one parent travels to China, the "stay at home" parent must provide a document which enables the "travelling parent" to obtain the adoption on behalf of both parents. The estimated duration of stay in China is approximately two weeks.

12. POST ADOPTION REQUIREMENTS:

- Upon returning to Alberta, adoptive parents must inform Adoption Services so that the post adoption requirements can be initiated.
- The CCAA requires progress reports at intervals of six (6) and twelve (12) months following the child's adoption and arrival in Canada. Reports must be done separately for each child, be prepared by an approved social worker and be translated into Chinese, at the family's expense.
- The CCAA requests that each progress report contain the following information:
 - child's Chinese name
 - child's Canadian name
 - child's date of birth
 - name of Chinese social welfare institute where the child was from
 - child's health status at the time of the adoption
 - adoptive parents' names
 - adoptive parents' address
 - name of the Canadian adoption organization/facilitator
 - date of travel to China
 - "Notice of travel to China" document number
 - latest information the child, i.e. physical stamina, intellectual development, health status, any medical treatments received, attachment and adaptation of the child to the family, education and citizenship.
 - at least two recent photographs of the child. Adoptive parents may also choose to include voice and/or video recordings.

14. WITHDRAWAL OF ADOPTION APPLICATION:

Should the prospective adoptive parents decide to withdraw the application to adopt, a letter must be prepared for the CCAA. The letter should include the applicants' names, date of submission, fees remitted and the reason for withdrawal. The letter must be signed by the applicants.

15. ESTIMATED COSTS:

All costs are approximate and are the responsibility of the prospective adoptive parents. All fees are to be submitted in **US funds**. The costs include the following:

- Home Assessment Report and International Adoption Parent Preparation course - approximately \$1,700.00
- Post Placement Reports - approximately \$ 300.00
- Birth/Marriage Certificates - approximately \$ 100.00
- Notarization of Documents - approximately \$ 300.00
- Translation of Documents - approximately \$2,000.00
- Courier Costs - approximately \$ 300.00
- Authentication of Documents by Chinese Embassy - approximately \$ 130.00
- Canadian Passport - approximately \$ 100.00
- Canada Immigration Sponsorship Fee - approximately \$ 100.00
- China Travel VISA - approximately \$ 150.00
- Airfare/Hotel, Accommodation/Meals in China/Internal China Travel Costs:
This will vary greatly depending where in China the child resides and the length of time spent in China completing both the adoption and the immigration procedures.

Accommodation and airfare in China depends upon time of year and type of tickets purchased.
The approximate cost for two persons travelling is - (CDN) \$7,000.00

- Estimated Expenses in China (excluding travel related costs)
- Adoption Registration Fee \$ 110.00
 - Legal and Court Costs \$2,000.00
 - China Legal Name Change \$ 20.00
 - China Passport Fee \$ 150.00
 - Donation to Orphanage \$3,000.00
 - Canadian Immigration Medical Examination, Document Completion Fees - \$ 400.00
 - Chinese Ministry of Justice Adoption Service/Proof Reading Fee - \$ 500.00
 - Miscellaneous \$ 500.00

Total Approximate Cost = \$20,000.00

Certificate of General Physical Examination for Adoption Applicant

A. Please read carefully:

Please **PRINT OR TYPE**. The China Centre of Adoption Affairs will not accept the certificate if the handwriting is **illegible**. Thank you for your assistance and cooperation.

Applicant's Name: _____ D.O.B.: _____

Address: _____

B. Medical History:

Has the patient ever had:	No	Yes	Date & result
Tuberculosis?	No	Yes	_____
Tumor?	No	Yes	_____
Heart Disease?	No	Yes	_____
Liver Disease?	No	Yes	_____
Sexual Disease?	No	Yes	_____
Neuropathy?	No	Yes	_____
Mental Disease?	No	Yes	_____
Other communicable disease?	No	Yes	_____
Alcoholism or substance abuse?	No	Yes	_____
Any genetic disease?	No	Yes	_____
Any operations?	No	Yes	_____

C. Physical Examination: All the test results must be filed in this form (separate test reports will not be accepted) and can be more than 12 months old.

Date of exam: _____		Height: _____		Weight: _____		Blood Pressure: _____	
Vision: L: R: _____		Hearing: L: normal/abnormal R: normal/abnormal		Nerve system: normal/abnormal			
Lung: normal/abnormal		Thyroid: normal/abnormal		Lymph: normal/abnormal		Heart: normal/abnormal	
Blood routine: normal/abnormal Test date: _____		HBsAg: negative/positive Test date: _____		Liver function: normal/abnormal Test date: _____		Routine urine test: normal/abnormal Test date: _____	
HIV test: negative/positive Test date: _____							

Is the patient take any medication? Yes No

For what purpose? _____

D. Physical Test Result:

Is there any physical, mental or psychological unfavorable element of the adoption applicant, which will affect the upbringing of the child? _____

Is the adoption applicant's state of health suitable for raising a child? Yes No

Physician's name: _____ Signature: _____ License No: _____

Address: _____

CERTIFICATE OF FINANCIAL STATUS (Form 1)

(Please Type)

APPLICANTS' NAMES: _____

		This Year	Last Year
Annual Income:	Self/husband:	\$	\$
	Self/wife:	\$	\$
Other Annual Income:	Self/husband:	\$	\$
	Self/wife:	\$	\$
Life Insurance:	Self-husband:	\$	\$
	Self/wife:	\$	\$
Assets:		Value:	
Personal Property (vehicles and others)		\$	
Real Estate (residence and others)		\$	
Stocks and Bonds		\$	
Savings Account		\$	
Checking Account		\$	
Other Investments (RRSP's)		\$	
Total Assets (not including annual income & insurance):		\$	
Liabilities:	Monthly Payments:	Total Owed:	
Credit Cards	\$	\$	
Home Mortgage	\$	\$	
Other Liabilities	\$	\$	
Total Liabilities:	\$	\$	
NET WORTH:		\$	

I/We attest that the above-mentioned financial statement is an accurate summary of my/our assets, liabilities and others.

Signature: _____ **Signature:** _____