

Oakland County Circuit Court - Family Division, Adoption Services

Requirements for Investigation - Stepparent Adoption

Since the child (adoptee) must be free for adoption, the non-custodial (birth) parent must consent to the termination of his or her parental rights. This court proceeding will differ depending upon the legal relationship of the birthparent with the child.

You must submit copies of the following, whichever are applicable:

- Copy of the complete Judgment of Divorce (all pages), Order of Filiation or Acknowledgement of Paternity, whichever is applicable
- Copy of the court order in which custody is awarded
- Copy of the most recent support order
- Friend of the Court statement showing current arrearage of non-custodial parent
- Order to Change Name, if any
- Copy of Order of Adoption, if child was previously adopted
- If child was conceived by artificial insemination, please let us
 - know Unknown Donor, need letter from bank
 - Known Donor
 - Surrogacy

The following is a list of documents that are submitted to initiate stepparent adoption proceedings and to complete an investigation.

- PCA 301b
- PCA 302 (if the birth parent is NOT consenting)
- PCA 308 (if birth parent is consenting. DO NOT sign until court hearing)
- PCA 307 (if applicable)
- PCA 347 and 347a
- PCA 310 (if applicable)
- PCA 315 (if applicable)
- Copy of the adoptee's birth certificate (original is necessary if the child is born in another state or country)
- Copy of the petitioners' (the custodial parent and stepparent) birth certificates
- Copy of the petitioners' marriage license
- Copy of the Death Certificate, if non-custodial parent is deceased.
- Physician's statement of the health status of adopting stepparent. No form is provided. The statement is fine on the physician's letterhead or prescription pad.
- Most recent federal income tax statement.
- The completed adoption questionnaire
- Statement from the adopting parent requesting the adoption and indicating that he or she understands adoption will make him or her legally responsible for the adoptee.
- Previous Judgments of Divorce of both petitioners.
- Copies of any home study or addendum completed on home.
- If the non-custodial parent has said he or she will consent to the adoption and to the termination of his or her parental rights, you must submit that intention in writing. There will also be a court hearing.*

An age appropriate interview with an adoptee may be conducted by the assigned caseworker. We assume you have discussed the adoption process with your child. If this is not the case, we can recommend reading materials, support groups and therapy options to assist you with informing your child of the adoption.