

**Washtenaw County Trial Court
Permanent Court Ward/MCI Adoption Checklist (AM Case Type)**

Washtenaw County Juvenile Court
Adoption Unit
101 E Huron – PO Box 8645
Ann Arbor, MI 48107-8645
(734) 222-6938

Child's Name:	Agency:
Adoptive Family Name:	Worker's Name:
NA Case Number:	Date of Next Post Termination Review:
Request for Immediate Confirmation? <input type="checkbox"/>	

The following items are required with the submission of your petition.

- Adoption Petition (PCA 301), signed and dated by all petitioners
- Copy of Child's Birth Certificate
- Petitioner's Verified Accounting – 7 day (PCA 347)
- Attorney Statement of Services – 7 day (PCA 346), if applicable
- Agency Statement of Services – 7 day (PCA 345), if applicable
- Consent to Adoption Signed by Court or MCI Superintendent (PCA 309), as appropriate
- Application to Establish New Birth Record
* if Adoptee not born in Michigan, call Adoption Caseworker for instructions
- Order Terminating Parental Rights
- Order Committing to Michigan Children's Institute, if applicable
- Copy of Petitioners' Marriage Certificate, if applicable
- Copies of all Final Judgments of Divorce for Petitioners, if applicable
- Washtenaw County Trial Court Adoption Face Sheet
- Filing fee payable to WCTC
- Child Evaluation/Birth Family Information (Identifying and Non-identifying information)
- Agency Statement of Adoptive Family's receipt of Non-Identifying Information
- Adoptive Family Assessment (Original and any addenda)
- Health Report for each Petitioner within past 12 months
- Health Report for Child within past 12 months
- Copy of Driver's License or State ID for each Petitioner

Link to SCAO (PCA) Forms: [Numerical Index of Approved Adoption Court Forms](#)

Link to Washtenaw County Trial Court Adoption Forms: [Local Adoption Forms](#)