

**7th Circuit Court – Family Division  
Genesee County**

Stepparent Adoption Requirements

1. [Authorization for Release of Information](#) (one for each household member 18 or older)
2. The [Stepparent Adoption Questionnaire](#) is to be completed and signed by both petitioner(s).
3. A copy of a valid driver's license for the custodial parent and the stepparent.
4. A copy of the birth certificate of the child who is to be adopted.
5. A copy of the birth certificate of the custodial parent and the stepparent.
6. A physician's statement on the health status of the adopting stepparent. The medical exam cannot be more than one year from the filing date of the petition. ([Adult Medical Form](#))
7. Copies of ALL pages of divorce judgment(s) of ALL previous marriages for both petitioners. A death certificate if a marriage was terminated due to the death of a spouse.
8. Copies (not originals) of any pertinent legal papers regarding the child(ren), i.e., Order of Filiation/Support, Acknowledgement of Paternity, Order to Change Name, previous Order of Adoption, Letters of Guardianship. Please provide a copy of all post-judgment orders that address child support or parenting time.
9. A copy of the court order in which custody is awarded.
10. Friend of the Court Statement for the previous two years showing current arrearage of the non-custodial parent.
11. Letter of employment verifying place of employment, job classification, date of hire, current salary. This includes petitioners who are self-employed.
12. A copy (not original) of the marriage certificate for petitioners.
13. If the non-custodial parent is deceased, a copy (not original) of the death certificate.
14. Most recent U.S. Tax Return of the person who is adopting the child – first two pages only.
15. Since the child must be free for adoption, the non-custodial parent's parental rights must be addressed during the adoption process.

16. The assigned caseworker will interview the adoptee, if he or she is over the age of five, during the adoption investigation. Included in this interview will be an age-appropriate discussion about adoption. The caseworker will assume the adoption process has been discussed with the adoptee. If this is not the case, the caseworker can recommend reading materials, support groups, and therapy options to assist you in how to inform your child of the adoption.
  
17. A child who is 14 years of age or older must sign a Consent to Adoption by Adoptee in the presence of a Judge or court referee. The consent hearing will be scheduled after the child is free for adoption.

Filing Fees

\$175.00	Filing Fee
\$ 11.00	Certified Copy Fee
\$ 50.00	Birth Certificate Fee (if the child who is being adopted was born in Michigan or born in another country)

If the child who is being adopted was born in a state other than Michigan the fee for the new birth certificate will be determined by that state.

\*\*\*\*\*If you have questions, please call (810) 424-4470.