

*Please return this application and two recent photos (not passport) to:*

**homestudy@pairtreefamily.com**

This application form is comprised of Part 1 and Part 2. Each prospective adoptive parent must complete and sign separate Part 1 forms, so two forms are attached. Please complete Part 2 together.

Single applicants should complete Part 1 and then proceed to Part 2, page 1.

***Please note that each applicant must sign page 5 of Part 1 as well as Part 2, page 7.***

**FOR FILING PURPOSES**  
 NAME OF APPLICANT(S):  
 AGENCY NAME:

NEW YORK STATE  
 OFFICE OF CHILDREN AND FAMILY SERVICES  
**ADOPTIVE PARENT APPLICATION**  
**ADOPTION ONLY**

**Instructions:**

**Applicant(s):** Each applicant must complete a separate application form. The home finder/agency worker will notify the applicant if supporting documentation is required.

<b>APPLICANT INFORMATION</b>							
<b>NAME OF APPLICANT:</b>							
LAST, FIRST, MIDDLE INITIAL:							
DATE OF BIRTH:	SOCIAL SECURITY NUMBER:	EMAIL ADDRESS:					
PHONE CONTACT INFORMATION:							
HOME PHONE:	<input type="checkbox"/> N/A	CELL PHONE:	<input type="checkbox"/> N/A				
CURRENT ADDRESS:							
CITY:					STATE:		ZIP CODE:
HOW LONG HAVE YOU:				SCHOOL DISTRICT:			
<input type="checkbox"/> Owned <input type="checkbox"/> Rented							
<b>MARITAL STATUS:</b>		<input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Widow/Widower <input type="checkbox"/> Separated <input type="checkbox"/> Couple living together					
<b>DEMOGRAPHICS<sup>1</sup></b>							
<b>SEX:<sup>2</sup></b>							
<input type="checkbox"/> Female <input type="checkbox"/> Male							
<b>WHAT ARE YOUR PRONOUNS?</b>							
<input type="checkbox"/> She/Her/Hers <input type="checkbox"/> He/Him/His <input type="checkbox"/> They/Them/Theirs <input type="checkbox"/> Other							
<b>GENDER IDENTITY:<sup>3</sup></b>							
<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Transgender <input type="checkbox"/> Gender non-conforming <input type="checkbox"/> Other/Something else <input type="checkbox"/> Don't know <input type="checkbox"/> Decline to answer							
<b>SEXUAL ORIENTATION:<sup>4</sup></b>							
<input type="checkbox"/> Straight/Heterosexual <input type="checkbox"/> Gay or Lesbian <input type="checkbox"/> Bisexual <input type="checkbox"/> Other/Something else <input type="checkbox"/> Don't know <input type="checkbox"/> Decline to answer							
RACE:			ETHNICITY:			RELIGIOUS AFFILIATION:	
LANGUAGES SPOKEN:							
<b>NATIVE AMERICAN?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, tribal/nation affiliation:</i>							
<b>HOUSEHOLD MEMBER INFORMATION</b> *Social Security Number (SSN) is required for all household members 18 years of age or older.							
<input type="checkbox"/> N/A							
	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME
DATE OF BIRTH							
RELATIONSHIP TO APPLICANT							
RELIGION							
SEX							

<sup>1</sup> Applicant has the right to decline to answer questions in this section without any impact to their application.  
<sup>2</sup> "Sex" refers to a person's biological and physiological characteristics.  
<sup>3</sup> "Gender Identity" refers to a person's internal sense of themselves, regardless of anatomy.  
<sup>4</sup> "Sexual Orientation" refers to a person's emotional, romantic and sexual attraction to other persons.

<b>FOR FILING PURPOSES</b>
NAME OF APPLICANT(S):
AGENCY NAME:

<b>ETHNICITY</b>							
<b>LANGUAGE</b>							
<b>MARITAL STATUS</b>							
<b>*SSN</b>							

Are any children in your household, who are in foster care, awaiting adoption finalization?  
 No  Yes *If yes, please explain:*

Are any children in your household, who are not in foster care, awaiting adoption finalization?  
 No  Yes  
*If yes, please explain:*

<b>OTHER CHILDREN (UNDER 18) RESIDING OUTSIDE THE HOUSEHOLD</b>	<b>DATE OF BIRTH</b>	<b>ADDRESS</b>	<b>RELATIONSHIP TO APPLICANT</b>
<input type="checkbox"/> N/A			

<b>ADULT CHILDREN RESIDING OUTSIDE THE HOUSEHOLD</b>	<b>DATE OF BIRTH</b>	<b>ADDRESS</b>	<b>RELATIONSHIP TO APPLICANT</b>
<input type="checkbox"/> N/A			

<b>BOARDERS/RENTERS</b>	<b>DATE OF BIRTH</b>	<b>RELATIONSHIP TO APPLICANT</b>
<input type="checkbox"/> N/A		

<b>PETS/OTHER ANIMALS – TYPE PER LOCAL ORDINANCE</b>	<b>VACCINATED?</b>	<b>LICENSED?</b>
<input type="checkbox"/> N/A		
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes

**FOSTER/ADOPTIVE PARENTING EXPERIENCE**  
 Are you currently an approved adoptive parent?  No  Yes

<b>FOR FILING PURPOSES</b>
NAME OF APPLICANT(S):
AGENCY NAME:

*If yes, please provide approval date(s), the approving agency name(s) and contact information.*

APPROVAL DATE	APPROVING AGENCY	CONTACT INFORMATION

Have you previously applied to be a foster or adoptive parent in this state or another state?  No  Yes  
*If yes, please provide agency name(s) and contact information.*

AGENCY	CONTACT INFORMATION

Were you accepted, withdrawn or denied?  Accepted  Withdrawn  Denied  
*If withdrawn or denied, what was the reason?*

Have you had a foster parent certification or approval revoked, suspended, surrendered or lapsed?  
 N/A  No  Yes  
*If yes, what was the reason?*

**TRANSPORTATION**

What are your plans for transporting the child as needed?

If your answer was "personal vehicle":  
 Do you have a:

Valid driver's license? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, expiration date:	Proof Provided? <input type="checkbox"/> No <input type="checkbox"/> Yes
Valid car insurance? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, expiration date:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Valid registration? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, expiration date:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Valid inspection? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, expiration date:	<input type="checkbox"/> No <input type="checkbox"/> Yes

**REFERENCES**

List three references who can serve as personal references.

NAME	ADDRESS	PHONE/EMAIL ADDRESS

**EMPLOYMENT INFORMATION**

CURRENT EMPLOYER:	START DATE:	
EMPLOYER ADDRESS:		
CITY:	STATE:	ZIP CODE:
POSITION:	SCHEDULE:	
EMPLOYER CONTACT NAME:	EMPLOYER CONTACT NUMBER:	EMPLOYER CONTACT EMAIL:

**EMPLOYMENT HISTORY**

Employer:  
 Dates of employment: \_\_\_\_\_ To \_\_\_\_\_  
 Position:  
 Hours worked per week:  
 Reason for leaving:

Employer:  
 Dates of employment: \_\_\_\_\_ To \_\_\_\_\_  
 Position:  
 Hours worked per week:  
 Reason for leaving:

Employer:  
 Dates of employment: \_\_\_\_\_ To \_\_\_\_\_  
 Position:  
 Hours worked per week:

Reason for leaving:

**HOME BUSINESS INFORMATION**

Do you operate a business out of your home?  No  Yes  
 If yes,  
 a. What are the hours of operation?  
 b. Do you have a license for any of the businesses in your home?  
 c. Describe:

Do you operate a child care/ day care program in your home?  No  Yes  
 If yes,  
 a. What are the hours of operation?  
 b. Number of children?  
 c. Describe:

Do you operate a Family-Type Home for Adults?  No  Yes  
 If yes:  
 Describe:

**PLAN FOR SUPERVISION**

What are your plans for supervision of a child(ren) when you are not available (i.e., during work hours, after school, summer, etc.)?

**EDUCATION HISTORY**

HIGHEST EDUCATION COMPLETED:  Grade School  High School  TASC (GED)  Associate's Degree  
 Bachelor's Degree  Master's Degree  Ph. D.  Other:  
 Provide Details [such as name of school(s)/college(s)/university(ies); major(s)/course of study(ies); years of attendance; graduation date(s)]:

**FINANCIAL INFORMATION**

INCOME FROM EMPLOYMENT (verified by W-2 or 1040):	
OTHER INCOME AND SOURCE:	<input type="checkbox"/> PA <input type="checkbox"/> SSI <input type="checkbox"/> SSD <input type="checkbox"/> Disability <input type="checkbox"/> Child Support <input type="checkbox"/> Other, specify:

TOTAL MONTHLY INCOME:	
<b>MONTHLY EXPENSES:</b>	
Is your family experiencing any financial stressors (i.e., foreclosure, bankruptcy, etc.)? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, please explain:</i>	
Does your family have medical insurance coverage? <input type="checkbox"/> No <input type="checkbox"/> Yes	
▶ rent/mortgage	\$
▶ utilities (including phones and cable)	\$
▶ car payments	\$
▶ car insurance	\$
▶ other insurance	\$
▶ loans/debts, credit cards	\$
▶ food, clothing, etc.	\$
▶ entertainment	\$
<b>Total monthly expenses</b>	\$
APPLICANT'S SIGNATURE: <b>X</b>	DATE:

<b>SWORN STATEMENT – One per applicant</b>			
Please answer the questions below in full.			
LAST NAME:	FIRST NAME:	MIDDLE NAME:	
MAIDEN NAME OR ANY OTHER ALIAS:			
CURRENT MAILING STREET ADDRESS:	CITY:	STATE:	ZIP CODE:
1. Have you ever been convicted of a crime within New York State or any other jurisdiction or state? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, provide an explanation for each crime for which you were convicted of, including the type of crime, the location, the date and circumstances:</i>			
2. Has any person age 18 or older currently residing in the home ever been convicted of a crime within New York State or any other jurisdiction or state? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, provide an explanation for each crime for which the person(s) was/were convicted of, including the type of crime, the location, the date and circumstances:</i>			
<b>To the best of my knowledge, I hereby affirm that the information provided above is true and complete. I understand that the information is subject to verification and that making a materially false statement or affirmation may result in disqualification as an applicant for deliberately presenting false or misleading information.</b>			
APPLICANT'S SIGNATURE: <b>X</b>			DATE:

**FOR FILING PURPOSES**  
 NAME OF APPLICANT(S):  
 AGENCY NAME:

NEW YORK STATE  
 OFFICE OF CHILDREN AND FAMILY SERVICES  
**ADOPTIVE PARENT APPLICATION**  
**ADOPTION ONLY**

**Instructions:**

**Applicant(s):** Each applicant must complete a separate application form. The home finder/agency worker will notify the applicant if supporting documentation is required.

<b>APPLICANT INFORMATION</b>							
<b>NAME OF APPLICANT:</b>							
LAST, FIRST, MIDDLE INITIAL:							
DATE OF BIRTH:	SOCIAL SECURITY NUMBER:	EMAIL ADDRESS:					
PHONE CONTACT INFORMATION:							
HOME PHONE: <input type="checkbox"/> N/A				CELL PHONE: <input type="checkbox"/> N/A			
CURRENT ADDRESS:							
CITY:					STATE:		ZIP CODE:
HOW LONG HAVE YOU: <input type="checkbox"/> Owned <input type="checkbox"/> Rented				SCHOOL DISTRICT:			
<b>MARITAL STATUS:</b>		<input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Widow/Widower <input type="checkbox"/> Separated <input type="checkbox"/> Couple living together					
<b>DEMOGRAPHICS<sup>1</sup></b>							
<b>SEX:<sup>2</sup></b> <input type="checkbox"/> Female <input type="checkbox"/> Male							
<b>WHAT ARE YOUR PRONOUNS?</b> <input type="checkbox"/> She/Her/Hers <input type="checkbox"/> He/Him/His <input type="checkbox"/> They/Them/Theirs <input type="checkbox"/> Other							
<b>GENDER IDENTITY:<sup>3</sup></b> <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Transgender <input type="checkbox"/> Gender non-conforming <input type="checkbox"/> Other/Something else <input type="checkbox"/> Don't know <input type="checkbox"/> Decline to answer							
<b>SEXUAL ORIENTATION:<sup>4</sup></b> <input type="checkbox"/> Straight/Heterosexual <input type="checkbox"/> Gay or Lesbian <input type="checkbox"/> Bisexual <input type="checkbox"/> Other/Something else <input type="checkbox"/> Don't know <input type="checkbox"/> Decline to answer							
RACE:			ETHNICITY:			RELIGIOUS AFFILIATION:	
LANGUAGES SPOKEN:							
<b>NATIVE AMERICAN?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, tribal/nation affiliation:</i>							
<b>HOUSEHOLD MEMBER INFORMATION</b> *Social Security Number (SSN) is required for all household members 18 years of age or older.							
<input type="checkbox"/> N/A							
	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME	LAST NAME, FIRST NAME
DATE OF BIRTH							
RELATIONSHIP TO APPLICANT							
RELIGION							
SEX							

<sup>1</sup> Applicant has the right to decline to answer questions in this section without any impact to their application.

<sup>2</sup> "Sex" refers to a person's biological and physiological characteristics.

<sup>3</sup> "Gender Identity" refers to a person's internal sense of themselves, regardless of anatomy.

<sup>4</sup> "Sexual Orientation" refers to a person's emotional, romantic and sexual attraction to other persons.

<b>FOR FILING PURPOSES</b>
NAME OF APPLICANT(S):
AGENCY NAME:

<b>ETHNICITY</b>							
<b>LANGUAGE</b>							
<b>MARITAL STATUS</b>							
<b>*SSN</b>							

Are any children in your household, who are in foster care, awaiting adoption finalization?  
 No  Yes *If yes, please explain:*

Are any children in your household, who are not in foster care, awaiting adoption finalization?  
 No  Yes  
*If yes, please explain:*

<b>OTHER CHILDREN (UNDER 18) RESIDING OUTSIDE THE HOUSEHOLD</b>	<b>DATE OF BIRTH</b>	<b>ADDRESS</b>	<b>RELATIONSHIP TO APPLICANT</b>
<input type="checkbox"/> N/A			

<b>ADULT CHILDREN RESIDING OUTSIDE THE HOUSEHOLD</b>	<b>DATE OF BIRTH</b>	<b>ADDRESS</b>	<b>RELATIONSHIP TO APPLICANT</b>
<input type="checkbox"/> N/A			

<b>BOARDERS/RENTERS</b>	<b>DATE OF BIRTH</b>	<b>RELATIONSHIP TO APPLICANT</b>
<input type="checkbox"/> N/A		

<b>PETS/OTHER ANIMALS – TYPE PER LOCAL ORDINANCE</b>	<b>VACCINATED?</b>	<b>LICENSED?</b>
<input type="checkbox"/> N/A		
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes

**FOSTER/ADOPTIVE PARENTING EXPERIENCE**  
 Are you currently an approved adoptive parent?  No  Yes



<b>FOR FILING PURPOSES</b>
NAME OF APPLICANT(S):
AGENCY NAME:

*If yes, please provide approval date(s), the approving agency name(s) and contact information.*

APPROVAL DATE	APPROVING AGENCY	CONTACT INFORMATION

Have you previously applied to be a foster or adoptive parent in this state or another state?  No  Yes  
*If yes, please provide agency name(s) and contact information.*

AGENCY	CONTACT INFORMATION

Were you accepted, withdrawn or denied?  Accepted  Withdrawn  Denied  
*If withdrawn or denied, what was the reason?*

Have you had a foster parent certification or approval revoked, suspended, surrendered or lapsed?  
 N/A  No  Yes  
*If yes, what was the reason?*

**TRANSPORTATION**

What are your plans for transporting the child as needed?

If your answer was "personal vehicle":  
 Do you have a:

Valid driver's license? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, expiration date:</i>	<b>Proof Provided?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes
Valid car insurance? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, expiration date:</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes
Valid registration? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, expiration date:</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes
Valid inspection? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>If yes, expiration date:</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes

**REFERENCES**

List three references who can serve as personal references.

NAME	ADDRESS	PHONE/EMAIL ADDRESS

**EMPLOYMENT INFORMATION**

CURRENT EMPLOYER:	START DATE:	
EMPLOYER ADDRESS:		
CITY:	STATE:	ZIP CODE:
POSITION:	SCHEDULE:	
EMPLOYER CONTACT NAME:	EMPLOYER CONTACT NUMBER:	EMPLOYER CONTACT EMAIL:

**EMPLOYMENT HISTORY**

Employer:  
 Dates of employment: \_\_\_\_\_ To \_\_\_\_\_  
 Position:  
 Hours worked per week:  
 Reason for leaving:

Employer:  
 Dates of employment: \_\_\_\_\_ To \_\_\_\_\_  
 Position:  
 Hours worked per week:  
 Reason for leaving:

Employer:  
 Dates of employment: \_\_\_\_\_ To \_\_\_\_\_  
 Position:  
 Hours worked per week:

Reason for leaving:

**HOME BUSINESS INFORMATION**

Do you operate a business out of your home?  No  Yes  
 If yes,  
 a. What are the hours of operation?  
 b. Do you have a license for any of the businesses in your home?  
 c. Describe:

Do you operate a child care/ day care program in your home?  No  Yes  
 If yes,  
 a. What are the hours of operation?  
 b. Number of children?  
 c. Describe:

Do you operate a Family-Type Home for Adults?  No  Yes  
 If yes:  
 Describe:

**PLAN FOR SUPERVISION**

What are your plans for supervision of a child(ren) when you are not available (i.e., during work hours, after school, summer, etc.)?

**EDUCATION HISTORY**

HIGHEST EDUCATION COMPLETED:  Grade School  High School  TASC (GED)  Associate's Degree  
 Bachelor's Degree  Master's Degree  Ph. D.  Other:  
 Provide Details [such as name of school(s)/college(s)/university(ies); major(s)/course of study(ies); years of attendance; graduation date(s)]:

**FINANCIAL INFORMATION**

INCOME FROM EMPLOYMENT (verified by W-2 or 1040):	
OTHER INCOME AND SOURCE:	<input type="checkbox"/> PA <input type="checkbox"/> SSI <input type="checkbox"/> SSD <input type="checkbox"/> Disability <input type="checkbox"/> Child Support <input type="checkbox"/> Other, specify:

TOTAL MONTHLY INCOME: \_\_\_\_\_

**MONTHLY EXPENSES:**

Is your family experiencing any financial stressors (i.e., foreclosure, bankruptcy, etc.)?  No  Yes  
 If yes, please explain:

Does your family have medical insurance coverage?  No  Yes

▶ rent/mortgage	\$
▶ utilities (including phones and cable)	\$
▶ car payments	\$
▶ car insurance	\$
▶ other insurance	\$
▶ loans/debts, credit cards	\$
▶ food, clothing, etc.	\$
▶ entertainment	\$
<b>Total monthly expenses</b>	\$

APPLICANT'S SIGNATURE: **X** DATE: \_\_\_\_\_

**SWORN STATEMENT – One per applicant**

Please answer the questions below in full.

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ MIDDLE NAME: \_\_\_\_\_

MAIDEN NAME OR ANY OTHER ALIAS: \_\_\_\_\_

CURRENT MAILING STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

1. Have you ever been convicted of a crime within New York State or any other jurisdiction or state?  No  Yes  
 If yes, provide an explanation for each crime for which you were convicted of, including the type of crime, the location, the date and circumstances:

2. Has any person age 18 or older currently residing in the home ever been convicted of a crime within New York State or any other jurisdiction or state?  No  Yes  
 If yes, provide an explanation for each crime for which the person(s) was/were convicted of, including the type of crime, the location, the date and circumstances:

**To the best of my knowledge, I hereby affirm that the information provided above is true and complete. I understand that the information is subject to verification and that making a materially false statement or affirmation may result in disqualification as an applicant for deliberately presenting false or misleading information.**

APPLICANT'S SIGNATURE: **X** DATE: \_\_\_\_\_

**Application Part 2  
Alliance for Children Information**

	<b>Applicant 1</b>	<b>Applicant 2</b>
Are you currently in counseling?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Are you currently pregnant or currently pursuing pregnancy/surrogacy?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Do you have any health issues or take medication?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Have you ever been arrested-even if charges were dismissed, continued without a finding or records expunged?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Do you have a history of substance/alcohol abuse?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Do you have a history of domestic violence, even if an arrest did not occur?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Have you ever been physically or sexually abusive to a child?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Has a child abuse/neglect report ever been filed against you?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Have you ever applied to adopt in the past and terminated the process, been turned down or rejected for adoption?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Have you ever had a home study completed in the past? If you have, please indicate below the name of the agency and the year it was completed.	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Have you ever transferred or received permanent custody of a child outside of the state/local authorities or outside of the state/local process, relinquished or lost custody of a child?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
Have you ever been refused visa clearance?	Yes [ ]    No [ ]	Yes [ ]    No [ ]
<b>If you answered yes to any of the above questions, please explain below and add additional pages if needed:</b>		

**Does anyone residing in your home:**

- **have an arrest record**
- **have a medical condition**
- **have a history of substance/alcohol abuse, domestic violence (even if an arrest did not occur)**
- **been physically or sexually abusive to a child**
- **applied to adopt, completed a home study, been turned down or rejected for adoption**
- **transferred or received permanent custody of a child outside of the state/local authorities, outside of the state/local process, relinquished or lost custody of a child**
- **been refused visa clearance?**

Yes [ ]      No [ ]

**If anyone residing in the home has answered “yes” to any of the above questions, please explain:**

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**Please list all of the states and countries in which you and other adults in the home have lived or worked since age 18.**

- Include places you have lived more than a month.
- Circle all states that you have lived in for the past 5 years.

**Applicant 1: (include all version of your name i.e. married/maiden/alias)**

Name: \_\_\_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

List All States lived *and* worked in since the age of 18 and the years you lived/worked there:

\_\_\_\_\_

\_\_\_\_\_

**Applicant 2: (include all versions of your name i.e. married/maiden/alias)**

Name: \_\_\_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

List All States lived *and* worked in since the age of 18 and the years you lived/worked there:

\_\_\_\_\_

\_\_\_\_\_

**Others in the home over the age of 14: include all versions of your names**

Name: \_\_\_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

List All States lived *and* worked in since the age of 14

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

States lived *and* worked in since the age of 14

\_\_\_\_\_

\_\_\_\_\_

## Adoption Services

**What AFC services are you interested in applying for?**

*Please indicate all services applicable.*

### International Adoption [ ]

Please list Country: \_\_\_\_\_

[ ] **Home Study and Post-Placement/Post-Adoption Services:** Alliance for Children will complete home study and post-placement/post-adoption services.

[ ] **Post-Placement/Post-Adoption Services Only:** Due to a move or change in original home study agency, Alliance for Children will complete post-placement/post-adoption services.

**\*If you are interested in an international adoption, you must have a primary provider agency prior to beginning your home study, and must provide the written agreement with that agency to Alliance for Children. You must continue to work with that primary provider throughout your adoption process and agree to notify Alliance for Children if your primary provider changes.**

[ ] **Full Service:** Alliance for Children will perform home study services, placement services from one of our international programs, and post-placement/post-adoption services.

### Domestic Adoption [ ]

[ ] **Home Study and Post-Placement/Post-Adoption Services:** Alliance for Children will complete home study and post-placement/post-adoption services.

[ ] **Interest in Alliance for Children's Domestic Placement Program:** Alliance for Children will perform placement services.

**\*If you have indicated interest in Alliance for Children's Domestic Placement Program, please note that pending the volume of interested applicants, there may be an increase in initially anticipated wait times, with the possibility of being placed on our wait list. When your home study is near completion, you will connect with our Domestic Team to review your family's specific situation, at which time we will review availability in our program.**

[ ] **Domestic Assist:** Per referral from an adoption attorney/agency, or due to special circumstances, Alliance for Children will provide assist services for your domestic adoption.

[ ] **Post-Placement/Post-Adoption Services Only:** Due to a move or change in original home study agency, Alliance for Children will complete post-placement/post-adoption services.

**Domestic and International**

Please indicate your openness to the below:	
What age child would you like to adopt?	0 -12 months <input type="checkbox"/> 1-3 years <input type="checkbox"/> 4 – 6 years <input type="checkbox"/> 7 yrs or older <input type="checkbox"/>
Would you consider adopting a child with special needs or medical condition?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Would you consider adopting twins?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Would you consider adopting a sibling group?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Would you consider adopting a child of a different race/ethnicity than your own? If yes, please provide more details:	Yes <input type="checkbox"/> No <input type="checkbox"/>   

Special Circumstances, Comments, Notes:

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How did you hear about Alliance for Children? \_\_\_\_\_

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Please indicate if you have connected with AFC staff, received our information packet and explanation of fees:  Yes  No

Date & Name of AFC Staff Member: \_\_\_\_\_

Did you attend an informational meeting?  Yes  No

Date of Meeting: \_\_\_\_\_



**Outside Placement Agency/Primary Provider**

If you are requesting home study and post-placement/post-adoption services from Alliance for Children but are working with another agency for placement, please complete the following section:

Agency: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_  
(No./Street) (Town/City) (State) (Zip)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Home Study Agency Information**

If you are working with another agency to complete your home study and are applying to work with Alliance for Children for placement services, please complete the following section.

Home Study Agency: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_  
(No./Street) (Town/City) (State) (Zip)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Estimated date home study will be finished: \_\_\_\_\_

**Adoption Attorney Information**

If you are working with an adoption attorney for placement, please complete the following section: Attorney: \_\_\_\_\_

Address: \_\_\_\_\_  
(No./Street) (Town/City) (State) (Zip)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Signature Page**

*If you have any questions about qualifications/criteria/special circumstances, please request a copy of the Agency's Adoption Home Study Policies*

Incomplete applications cannot be processed, and will be returned if a full, complete application is not received by the agency two (2) weeks after submitting the initial, incomplete application.

I understand that programs are always changing and may open, close, or go on hold at any time. If I have any questions, I will contact the agency and discuss them prior to sending in my application.

I understand that I must submit a non-refundable application fee with this application. Once this application is received, I will be billed for services. I am aware of the fees for the services I am requesting. If I have any questions about fees, I will ask them before submitting my application.

I have answered all questions truthfully and to the best of my ability. I understand that falsifying information, omitting information, or not responding to these questions honestly is grounds for termination of services. I further understand that I will need to provide notarized copies of any and all court records that I have, and that these records will be sent to Immigration as part of its approval process for all international adoptions. I understand that I must notify Alliance for Children within 30 days if any of the above information changes.

**For home study applicants:**

I agree to comply with all of Alliance for Children's policies and procedures, including the following:

- If I have any health or financial issues, I will provide all additional documentation as requested.
- If I have any arrests or court-related issues, I will provide all additional information, including court dispositions, as requested—even if an action was dismissed, expunged or I was found not guilty.
- An adoption clinician will need to speak individually with every household member age 5 and over, or younger if required by your state of residence, will need to meet all household members and will need to be in contact with all children/adult children not living in the home.
- If I do not begin my home study within six (6) months of submitting my application, I will need to reapply and submit a new application fee. Further, if my home study is not complete within twelve (12) months of submitting the application, I will need to pay for a home study update and provide additional documentation to maintain an active file.

Adoptive applicants are entitled to a fair hearing if: a completed application to adopt is not acted upon by the completion of a home study within six months of agency receipt of same application. Regulation 421.11(g)(3) and 421.13(c).

**For all applicants:**

I agree to comply with Alliance for Children's policy regarding discipline. This includes not spanking a child or using other forms of corporal punishment, restricting movement, confining a child in small or locked area, withholding food, rest or toilet use, verbally abusing a child, and/or using any other means of discipline that is designed to humiliate, embarrass, or denigrate a child, his/her birth family, heritage, or ethnicity. This policy extends not only to the adopted child, but to all children residing in the adoptive home.

\_\_\_\_\_  
Print Name  
Applicant 1

Date

\_\_\_\_\_  
Print Name  
Applicant 2

Date

\_\_\_\_\_  
Sign Name  
Applicant 1

Date

\_\_\_\_\_  
Sign Name  
Applicant 2

Date