



Waiting Child Program Information Worksheet for CCAA

Instructions

One of our first priorities will be to submit, along with your Letter of Intent, a brief summary of your family's situation to the China Center of Adoption Affairs (CCAA). **Even if your dossier has already been logged in at the CCAA, CCAI must still provide this information to the CCAA on behalf of your family.**

To allow us to submit this information as quickly as possible (so that the CCAA may begin processing your request to adopt your Waiting Child), we respectfully request that you complete the following worksheet and return it together with your Letter of Intent. CCAI will then expediently transmit this information to the CCAA on your behalf. The CCAA will use this information to assist them in processing your family's request to adopt a Waiting Child.

When completing this worksheet, please refer to a copy of your dossier (if your dossier is complete) and enter identical information. Think of this worksheet as a snapshot of your dossier – please **DO NOT enter any information that is different from your dossier** on this worksheet. Enter only what is (or will be) mentioned in your dossier. If any aspect of your family's situation has significantly changed (health conditions, net worth, additions to your family, etc.), please notify CCAI when you submit the worksheet so we can give you instructions.

Here are a few tips when completing the worksheet:

- For **Medical Conditions**, please include any and all medical conditions that were or will be included on your physical exam in your dossier. If your dossier also included or will include a doctor's letter, please send a copy of the letter along with the worksheet.
- For **Criminal Record**, please include any arrests that were or will be included in your arrest record or home study.
- For **Previous Marriages**, please include the number of previous marriages (if any) and when and how each previous marriage ended.
- For **Children at Home**, include all minor children currently residing in your home, whether from your current marriage or outside of your current marriage. Please also indicate any children who have been adopted and any adopted from China, as well as their date of birth, gender, and health status. If any of your children are over ten years of age, please state their attitude toward this adoption. Adult children need not be included.

If you have any questions about this worksheet, please feel free to contact us. We sincerely appreciate your cooperation in providing this information, as it will allow CCAI to submit your family's information to the CCAA as quickly as possible. Congratulations again on your happy decision!



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Petitioning to Adopt:

Child's Name: _____ M / F Date of Birth: _____
 Orphanage: _____ Special Need: _____
 Province: _____ Dossier Log-In Date (if applicable): _____

Item	Adoptive Father	Adoptive Mother
Name (as in passport)		
Date of Birth		
Citizenship		
Level of Education		
Medical Conditions <small>(listed in your dossier)</small>	Doctor's Letter Attached? _____	Doctor's Letter Attached? _____
Occupation		
Employer		
Annual Income		
Criminal Record		
Previous Marriages		

Home Study Agency: _____

Date of Home Study Completion for THIS adoption (if applicable): _____

Date of Current Marriage: _____

Financial Assets: \$ _____ Financial Liabilities: \$ _____

Home Address: _____

Number of Minor Children Currently in Home: _____

Current Age	Gender	Birth/Adopted? (China? CCAI Group #?)	Healthy/Special Needs?	Attitude Toward Adoption (if over 10)

We'll also need a family photo and a passport-size photo for each parent. These photos can be:
 ___ Scanned and emailed to waitingchild2@chinesechildren.org -OR- ___ Attached