

Authentication, Validation or Finalization: Connecticut

Please make certain to read through the introductory information about the post placement period available in the WHFC Client Portal - especially the information about determining your child's visa type. Then, select the appropriate process below.

If you delay this process and wish to pursue it in the future, the courts will typically require an updated post placement report. This will require an service additional fee to WHFC.

Your Finalization Coordinator is Christina Cetrone. Please feel free to let her know of any questions you may have.

Name	Phone	Fax	Email
Christina Cetrone	781.419.0314	781.899.2769	ccetrone@whfc.org

AUTHENTICATION PROCESS: Your child arrived on an IR3 or IH3 visa or an IH-4 visa (due to only one parent traveling) but with a final foreign adoption

An "Authentication" of foreign documents is an unofficial process through the CT Probate Court system that allows adoptive parents to be able to request a certification of birth from the state of CT. Most times, an "Authentication" is as simple as the court looking over the foreign documents. The court will then fill out the CM-41 form requesting that a birth record be created at Vital Statistics. A legal name change is also done at the Probate Court at this time if the child's foreign decree and passport do not contain the child's new American name. The Probate Court that is used is the one that has jurisdiction over your town of residence and you may work directly with the court for an Authentication. Please contact your local probate court to determine their fees and mailing address.

Attached to the email you received introducing you to the post placement website, you will find two items you need for this process.

-Authentication letter template to Probate Court that should be completed and submitted to the court along with the legal documents you received while abroad.

-a blank PC-900 form (Application For Change of Name) and a sample PC-900 form (not needed if name already appear as you wish).

If you need additional copies of any items, please feel free to contact Christina Cetrone.

VALIDATION PROCESS: Your child arrived on an IR-4 visa and your adoption was full and final in your child's birth country

A Validation of foreign documents is processed through the CT court system, when all adopting parents did not travel to their child's country AND see the child before the adoption was finalized. **Validation is necessary in order for your child to become a U.S. Citizen.**

A name change is also done at this time if needed. The Probate Court that is used is the one that has jurisdiction over your town of residence and you may work directly with the court for an Authentication. Please contact your local probate court to determine fees and their mailing address.

Attached to the email you received introducing you to the post placement website, you will find three items you need for this process:

- Validation, "Dear Probate Court" letter
- a blank form PC-900 (Application for Change of Name), a sample form PC-900
- 2 blank PC-604 forms - Application/Validation of Foreign Adoption, and a sample form PC-604 (**MUST BE FILED IN DUPLICATE**)

If you need additional copies of any items, please feel free to email Christina Cetrone at ccetrone@whfc.org.

ADOPTION FINALIZATION PROCESS: Your child was adopted from the Philippines (or possibly other countries long ago)

As you are aware, your child has arrived under the guardianship or placement authority of WHFC. You will need to proceed with finalization. While you have been providing all care since your child's arrival, this process will secure your legal standing as parents.

In these cases, WHFC must petition the court on your behalf, and provide certain certified documents. This process can not begin until your 6 month post placement period is complete and all needed reports and paperwork are submitted. Please note that it may take several weeks after your final post placement visit with your social worker before we are able to send the court these items. If your final post placement was long ago, an updated one will likely be needed.

If you have questions about this process, please feel free to consult your social worker or Christina Cetrone.

It is very important that you remember to submit a copy of your child's US decree to WHFC so that we can forward it abroad. A photocopy, scan, or fax is sufficient and should be sent to Christina's attention.

Birth Certificates: for all cases

Once the Probate Court has returned your original adoption documents, you can then submit the VRA-11 form (Request for Certification of Birth Registration of Certification of Foreign Birth for Persons Born Out of the Country and Adopted by CT Residents) which was attached to the

email you received introducing you to the post placement website. Also include the supporting documents and fees listed on the form and follow the instructions exactly as they appear.

If you need additional copies of this form, please feel free to email Christina Cetrone at ccetrone@whfc.org.