

NON-CUSTODIAL PARENT CONSENTS TO STEP-PARENT ADOPTION

File the following documents with the County Clerk:

- Petition for Adoption (PCA 301)
 - Certified copy of birth certificate
 - Copy of marriage license
 - Social history packet
 - Filing Fee for \$187.00 made payable to "Antrim County Clerk"
- (1) The Court will receive the criminal history record from the Michigan State Police.
 - (2) The Friend of the Court is notified that an adoption petition has been filed.
 - (3) The Court will write to the non-custodial parent and his or her court of residency to schedule a Consent Hearing.
 - (4) Once this Court receives the consent, two hearing dates are set; one to terminate the non-custodial parent's rights and the other to finalize the adoption.
 - (5) A Court agent meets with the family in their home and makes a report and recommendation to the Court.
 - (6) At the final hearing, allowing for the 21 day appeal period, the Judge will either grant or deny your petition for adoption. If granted, the Friend of the Court is notified that an adoption has been finalized.
 - (7) A Record of Adoption is completed, signed by parents, and sent to Lansing (or other state) for a new birth certificate to be issued with the applicable fee made payable to "State of Michigan". The birth certificate will be sent directly to the family within one to six months.