

Kirchhoff Family Adoption Plan

Master Plan

Task	Date
<input checked="" type="checkbox"/> Initiate homestudy. (2-3 months)	2/3/2003
<input checked="" type="checkbox"/> Ask for 2 fingerprint cards and CARI forms.	2/3/2003
<input checked="" type="checkbox"/> Email Nancy and tell her about the homestudy.	2/3/2003
<input checked="" type="checkbox"/> Obtain I600A (Petition for Advanced Approval) packet from INS via 1-800-870-3676 (3 months) Approval is dependent on receipt of: FBI clearance and Completed homestudy	2/3/2003
<input checked="" type="checkbox"/> Order 4 birth certificates for me	2/3/2003
<input checked="" type="checkbox"/> Order 4 birth certificates for Rachael	2/10/2003
<input checked="" type="checkbox"/> Get passport photos	2/28/2003
<input checked="" type="checkbox"/> Renew my passport	3/3/2003
<input checked="" type="checkbox"/> Submit I 600A	2/10/2003
<input checked="" type="checkbox"/> Make doctor's appointments for me and Rachael.	2/10/2003
<input checked="" type="checkbox"/> I get checkup: dossier form and homestudy form	5/12/2003
<input checked="" type="checkbox"/> Rachael gets checkup: dossier form and homestudy form	5/20/2003
<input checked="" type="checkbox"/> Complete the homestudy	6/14/2003
<input checked="" type="checkbox"/> Send the homestudy and final information to BCIS	6/28/2003
<input type="checkbox"/> Get a Northwest credit card in order to earn miles.	3/13/2003
<input checked="" type="checkbox"/> Receive new passport	3/2003
<input checked="" type="checkbox"/> Register for program by completing contract and registration form. \$2000	6/14/2003
<input checked="" type="checkbox"/> Receive Form I171H, Notice of Favorable Determination Concerning Application for Advance Processing of Orphan Petition from the INS	7/24/2003
<input checked="" type="checkbox"/> Forward all dossier documents to: Homestudies & Adoption Placement Services c/o Nancy Nazar Include: <input checked="" type="checkbox"/> Payment for authentication. \$25.00 per document in dossier <input checked="" type="checkbox"/> Official bank check for \$365.99 payable to: China Center of Adoption Affairs Remark: Amy J. Kirchhoff	7/25/2003
<input checked="" type="checkbox"/> Official bank check for \$200.00 payable to: Bridge of Love Adoption Service Remark: Amy J. Kirchhoff	8/1/2003 6/14/2003 6/14/2003

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- Documents are submitted to Dept. of State for authentication. ~7/2003
- Documents are forwarded to the Consulate of the People's Republic of China (PRC)
- Documents are forwarded to CCAA 9/8/2003
- CCAA Log in date (\$1800 to HAPS) 9/9/2003
- Call CIS and set up an appointment for refingerprinting. ~2/1/2003
- Hire a CPA in anticipation of 2004 taxes
- Find a pediatrician.
- Find child care
- Create business cards for use while in China
- Talk to work about leave and locale. ~11/2003
- Amend homestudy because Rachael has left
- Make out a will
- Get additional life insurance
- Make sure my travel companion has a passport
- Get more passport photos, need 3 to take with me.
- Get necessary shots
- Collect medical supplies for the trip
- Tell my travel companion what shots to get
- Buy gifts for nannies and orphanage workers
- Call credit card companies to tell them I am traveling to China and to see which has the best conversion rate and which has the lowest fee
- Receive assignment. Medical translated ~4/2004
- Accept assignment (\$2000 due to HAPS)
- Let the bank know I will need clean, new, crisp bills for the orphanage donation and that I will be using my credit/debit cards in China (tell my travel partners to warn their banks)
- Purchase travel insurance for myself, my co-traveler and my daughter
- Send a package to my daughter and her orphanage
- Formal proposal of travel is received
- Go to China ~5/2004
 - Pick up my daughter (~14 days in China)
 - \$3000 for the orphanage (clean, crisp bills)
 - File form I-600 with the INS
 - Medical examination for my daughter
- Put my daughter onto my health insurance ASAP
- Change my beneficiary information to be my daughter
- Readopt my daughter in NJ → formalize the name change and get a US birth certificate.
- Obtain a passport for my daughter (requires originals of the foreign adoption decree, foreign birth certificate, U.S. readoption decree, change of name order, parent state birth certificate or proof of citizenship).
- Apply for a social security # for my daughter (if it is before we've received the passport or certificate of citizenship, it will list her as a resident alien – if I need a SS# for tax purposes, do this and change it once I have the passport or certificate of citizenship).

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- Apply to the INS to get my documents back via a form G-884 "Request for Return of Original Documents". See <http://www.visalaw.com/forms/g-884.html>.