



## Instructions Regarding Child's Citizenship and Birth Certificate

### 1) Requesting Certified Copy of Child's Birth Record from Pennsylvania Division of Vital Records:

This child's birth record will be filed with the Pennsylvania Division of Vital Records (Division) upon the submission of the following acceptable documentation:

- Certificate of Adoption of a Foreign-Born Child (*Pursuant to 23 Pa. C.S. § 2908*) that includes certification of the Court (Form HD01273F)
- Statement of Citizenship and Residency (Form HD01275F)

A certified copy of this child's birth record may be obtained by completing and returning an Application for Certified Copy of Birth Record to the Division. This application form is available on the Department's website at [www.health.state.pa.us/vitalrecords](http://www.health.state.pa.us/vitalrecords) or by writing to: Division of Vital Records, 101 S. Mercer Street, P.O. Box 1528, New Castle, PA 16103.

The individual requesting the record must submit a legible copy of his or her valid government issued photo identification. Examples of acceptable identification are a state issued driver's license or non-driver photo identification that verifies the eligible requestor's name and current address. Payment in the amount of \$10.00 for each copy requested must be included. This fee may be waived for dependents of individuals who served or are currently serving in the Armed Forces.

### 2) Notifying Pennsylvania Division of Vital Records of child's citizenship:

Providing **one** of the documents listed below, which verifies the child's name as it appears on the Certificate of Adoption of a Foreign-Born Child, will enable the Division of Vital Records (Division) to issue requested certified copies of this child's birth record without a notation that the certificate is not evidence of U.S. citizenship. Even if the foreign born child satisfies the requirements of 8 U. S. C. § 1431 or § 1433, one of the following documents must be provided to prove U. S. citizenship. If available, the Court will provide either or both of the following documents to the Pennsylvania Division at the time the Certificate of Adoption of a Foreign-Born Child (*Pursuant to 23 Pa. C.S. § 2908*) is filed:

- Copy of the adopted child's U.S. Certificate of Citizenship (Form N-560)
- Copy of the adopted child's U.S. Passport

If neither document is submitted by the Court or with the Application for Certified Copy of Birth Record, the Division must, by law, include a notation on the certificate that it is not evidence of U.S. citizenship. However, a copy of this child's U.S. Certificate of Citizenship (Form N-560) or U.S. Passport may be submitted to the Division at a later date so that a certified copy of the child's birth record may then be issued without this notation.