

## Intercountry Adoption Hardship Policy

The current pricing structure for intercountry adoption fees were set under the Adoption Act 2000 and gazetted on 1 February 2024. (Please refer to the Information Sheet titled Fees and Charges for Intercountry Adoption Services or visit [www.facs.nsw.gov.au/families/adoption/adopting-a-child/from-overseas](http://www.facs.nsw.gov.au/families/adoption/adopting-a-child/from-overseas) for further information on the fees)

Fee relief may be applied for at any of the three stages of the process.

The Hardship Policy and fee relief provisions relate only to DCJ's fees and charges. Open Adoption and Permanency Services cannot waive or reduce overseas country costs or any other costs, for example travel, that are associated with the adoption of children from overseas. Applicants will be required to provide full details of their financial circumstances and to demonstrate an ability to save for the overseas costs if they do not have the required savings. This Policy should be read in conjunction with the Information Booklet 'Considering Adoption' in relation to anticipated financial requirements for intercountry adoption.

### How it works

- Applicants will be eligible to receive 50% fee relief if their household income is less than \$39,100.
- Applicants with a household income of less than \$46,400 would be eligible for 25% fee relief. The tables below explain this further.

### Fee Structure for First Time Applicants

Stage	Information	Assessment	Child Matching & Allocation	Total
Unit Cost/Fee	\$660	\$4,388	\$4,944	\$9,992
25% Discount	\$495	\$3,291	\$3,708	\$7,494
50% Discount	\$330	\$2,194	\$2,472	\$4,996

### Fee Structure for Second Time and Subsequent Applicants

Stage	Information	Assessment	Child Matching & Allocation	Total
Unit Cost/Fee	\$0	\$2,163	\$4,944	\$7,107
25% Discount	\$0	\$1,622.25	\$3,708	\$5,330.25
50% Discount	\$0	\$1,081.50	\$2,472	\$3,553.50

## What is 'household income'?

For the purposes of this policy, household income is the taxable (assessable) income of the applicant/s in the last financial year.

## Applying for assessment for fee relief

You can apply for assessment for fee relief at any of the three stages of the adoption process. Approval for fee relief cannot be backdated or applied to stages of the adoption process which have already commenced.

If you consider you may be eligible for fee relief:

- Send a letter to the Director, Open Adoption and Permanency Services explaining how you are eligible for fee relief and requesting assessment under the hardship policy. The letter is to be signed by the applicant/s.
- Include a copy of the Australian Taxation Office 'Notice of Assessment' which shows the taxable income for each applicant. Provide this information for the most recent financial year available.

## Assessing eligibility for fee relief

Open Adoption and Permanency Services will assess eligibility for fee relief based on the financial information you have provided against the threshold levels for fee relief detailed in this policy.

A caseworker will assess your application for fee relief. After assessment the caseworker will make a recommendation to the Director Open Adoption and Permanency Services. The Director Open Adoption and Permanency Services will inform you of the outcome of the application.

Note: the information provided for assessment for fee relief may be reviewed against financial information provided at later stages of the adoption process including assessment, allocation and placement stages.

This includes:

- the general financial information provided in the adoption application
- adoption assessment reports which provide a comprehensive evaluation of the applicants' financial circumstances.

## If you wish to apply for fee relief please write to:

Director, Open Adoption and Permanency Services  
Department of Communities and Justice  
Locked Bag 5000, Parramatta NSW 2124

Contact Open Adoption and Permanency Services on 9716 3003 to speak with a caseworker to clarify any aspects of the Intercountry Adoptions Hardship Policy.