



Adoption in the Philippines: entry in the Swiss civil status register

June 2024

Documents to submit

The following documents must be submitted in **original** with one photocopy:

- Birth Certificate after adoption** issued by the Philippine Statistics Authority (PSA) with Apostille from the Department of Foreign Affairs (DFA), not older than six months
- Order of Adoption and Certificate of Finality** issued on security paper with Apostille from the Department of Foreign Affairs (DFA), not older than six months
- Photocopy of the data page of the child's Philippine passport

The original documents will be sent to the civil status authority concerned in Switzerland and will not be returned. Photocopies are not accepted. Additional documents may be required if necessary.

Translation

Documents that are not in a Swiss national language or in English must be translated.

Thorough verification

The documents will be verified with the local authorities. They will be translated, and then transmitted to the concerned Civil Status Authority in Switzerland for registration.

Depending on the result of the expertise or on the requirements of the competent authorities in Switzerland, the Embassy may require additional verification through an external service and request additional documents and fees.

The processing time for the authentication of the documents is about 3 to 4 months minimum.

Fees

Entry of adoption in the Swiss civil status register is free of charge.

Further information

- List of translators can be found on our official webpage:
<https://www.eda.admin.ch/countries/philippines/en/home/services/uebersetzer.html>
- Personal appearance is not required. You may send documents to The Embassy of Switzerland via courier (for example, LBC).