



## GHANA Adoption in Ghana

December 2023

### Documents to be submitted

- Authorization from the court in Switzerland stating that the parent is fit to adopt a child (for Swiss citizens)
- Home study report from Department of Social Welfare
- Certified true copy of original birth certificate of the child with names of biological parent(s) before adoption and photocopy (extract in original and not older than 6 months)
- Certified true copy of original birth certificate of the child with names of adoptive parent(s) after adoption and photocopy (extract in original and not older than 6 months)
- Baptism certificate for the child or any other supporting document related to the child's birth – photocopy (weighing card, child health records, etc.)
- Custody order done at the court (extract in original not older than 6 months) including the judgment (extract in original and not older than 6 months) as well as the statutory declaration legalized first by the High Court of Justice and then by the Ministry of Foreign Affairs and Regional Integration (<https://www.mfa.gov.gh>)
- Adoption order done at the Court – (extract in original - not older than 6 months) legalized first by the High Court of Justice and then by the Ministry of Foreign Affairs and Regional Integration (<https://www.mfa.gov.gh>).
- Valid passport in original of the child
- Copies of the valid passports of the adoptive parents
- If applicable: valid residence permits of the parent(s) in Switzerland

If the child resides in Ghana and the family wishes the child to take up residence in Switzerland (family reunion):

- 3 x [National visa applications](#)
- 4 x passport photos on white background
- 3 x copies of the valid passport

### Verification

As a rule, foreign civil status documents to be submitted must undergo a thorough verification of their authenticity by an approved law firm mandated. To this end, please submit the following to the Swiss representation:

- [Questionnaire child](#) signed by the adoptive parents and one passport photo (with white background)

Additional documents may be required, depending on the conclusions of a lawyer's expert advice or the requirements of the authorities concerned in Switzerland.

The approved law firm mandated may take several months to verify the civil status documents thoroughly. The conclusions of the firm's advice are not binding on the civil status authority concerned.

### Translation

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

### Information

Please send the all the requested documents as a **scan in PDF format (good quality)** by e-mail to the Embassy of Switzerland in Accra at [accra@eda.admin.ch](mailto:accra@eda.admin.ch). After our check, you will be asked to submit the original documents (except your passport) to the Embassy of Switzerland in Accra.

After verification of the documents through our lawyer, the originals will be sent to the competent authorities in Switzerland and will not be returned to you.

**Embassy of Switzerland for Ghana, Benin and Togo**

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## Fees

The entry of an adoption in the Swiss civil status register is free of charge.

The cost of the procedure including the verification of the documents through the lawyer, the legalization and the transmission of the documents and the [ev. visa fee](#) will be communicated after the submission via e-mail of the documents in PDF format. The fees have to be paid at the Embassy during the submission of the original documents.

Total fees to be paid are between GHS 3'000 and GHS 9'000. As mentioned, they include the lawyer's verification fee which varies depending on the region where the documents have been issued and the region where the investigator will have to travel to in order to proceed with the interviews and varies depending on the number of documents to be verified.