



HAVING A BABY WHILE LIVING IN THE US

Step 1: Have the baby!

Step 2: Wait for his/her American Birth Certificate

American Birth Certificates - Most US hospitals will have the paperwork needed to obtain your child's birth record. If not, visit your states website for Birth Certificates.

Step 3: After receiving their birth certificate, apply for a US Passport The cost of the US Passport is your responsibility and not a claimable benefit. For information on how to apply for your baby's US passport and how long it may take, visit [Need a Passport > Children Under 16](#). Note: The passport will be the Photo ID your child will need to obtain his/her Proof of Canadian Citizenship.

Step 4: Apply for Canadian Proof of Citizenship

[Applying for Citizenship: How to Apply](#)

You will need to obtain a Canadian Citizenship Certificate for your baby. This is done by filling out and submitting the required application form [CIT 0001E: Application for Citizenship Certificate for Adults and Minors \(Proof of Citizenship\)](#). It is advised you send your application form online, if possible. Your documents will need to be mailed to the address provided on the website.



Inside Canada and the US:
Citizenship & Immigration Canada
Case Processing Centre - Proof
PO Box 10 000
Sydney, NS B1P 7C1

Courier Address:
Case Processing Centre, Sydney
Proof of Citizenship
49 Dorchester Street
Sydney, NS B1P 5Z2

Processing times can be checked [online](#).

When should you apply for your child's Canadian Citizenship?

As soon as possible after their birth. It is not advised to wait until you are preparing for your return to Canada, to visit or to move. If citizenship is not received prior to the family's return to Canada, it can impede or delay provincial health coverage for the child. Parents returning to Canada are usually given a temporary provincial health care card for the child while awaiting the finalization of the citizenship application.

This information is offered to help direct you and your family to the correct locations to find the benefits and services available during your OUTCAN posting. Please be vigilant in doing the research appropriate for your situation, as each is different!

What is the cost for obtaining my child's Proof of Canadian Citizenship? Processing Fee Amount: \$75 for each person (Canadian funds) & non-refundable once processing has begun. This is your responsibility and not a claimable benefit.

Your own Birth Certificates (the parent's) need to be notarized for the application process. Where do I find a Notary? Passports and birth certificates will need to be notarized for the proof of Canadian Citizenship application. In some US states, you can get this done at a FedEx or UPS store, bank or AAA office. However, in some states it is not possible for a notary to certify that a document is a "true copy" - in some states it is illegal to copy passports! Google the notary law in your state. If you live in a state where a notary will not certify your documents, arrange for a Canadian Forces Officer to certify that the document is a true copy. Include the section of US law that states it is illegal for a notary to certify documents, the rejection from the notary and a letter stating what happened and why you got a CAF Officer to sign the documents with your application.

Step 5: Apply for a Canadian Passport Applying for a Special Passport (green) will be free whereas a Standard Passport (blue) will be at your own expense. It's also important to note that children's passports have short validity - this is important for your return to Canada. US born, dual-citizen children are not issued visas in their Canadian Passports.

Special Passport: Once you have the receipt from the application for Proof of Canadian Citizenship, provide that along with all the forms and documents for a children's passport to your local Orderly Room (OR), the Protocol Section of CDLS(W) or Misty Baker if you are administered by CFSU(CS). There is no cost for the family.

Standard Passport: You do not have to apply for a Standard Passport but it is highly recommended as the Special Passport will be taken away once you return to Canada. If you apply for this passport, the cost is your responsibility.

Do I need to add my child to my insurance? Yes. Your child will need to be added to your insurance policies as soon as you get a chance. You will need to notify [TRICARE](#) (if you have coverage) and the [Public Service Health Care Plan](#) - as you would if you had your baby in Canada.





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Who else do I need to contact to update our family information? Members have to notify their Orderly Room (OR) to have various allowances kick in for the baby. A Certificate of Live Birth (what you get at the hospital) is required. The OR update should happen first, as an amended posting message is required to issue the baby a special passport. You should also ensure your OR has updated your Family Care Plan. You will also want to contact your MFS(US) Team Member to update your Emergency Care Plan.

What about Maternity/Paternity Leave for CAF Members while OUTCAN? CAF members residing OUTCAN have the same MATA/PATA entitlements as those in Canada. The CAF member can be recalled for operational imperatives, however they can resume the remainder of their leave after their recall is completed. So basically, the MATA/PATA leave can be broken up in this situation. Talk to your local CoC for up to date information regarding the CAF member's entitlements while OUTCAN and VCDS priority one positions.

Is there anything I need to know when purchasing a car seat while in the US? There are different regulations and standards between Canada and the US. For more information, check out our [Car Seat Regulations FAQ](#) or visit:

- [Transport Canada](#)
- [NHTSA Guidelines](#)

For parents of children born in the US to think about:

Note: All US citizens, including dual citizens, are required to pay US taxes on their worldwide income and file tax returns with the IRS (the US is the only developed country in the world that taxes based on citizenship rather than residence); it is inconsequential how long the dual citizen has been absent from the US. While the parent will need to determine what the tax implications will be, the following information was obtained from the IRS website: All US citizens are subject to US income tax on their worldwide income, regardless of where they reside. US citizens residing abroad are subject to the same income tax filing requirements that apply to US citizens living in the United States. All US citizens must file a US federal individual income tax return each year – Form 1040, 1040A, or 1040-EZ - if their gross income from all sources meets the amounts in the filing requirement charts located in the form instructions.

Important information if you have a baby boy in the US:

NOTE: Selective Service System (SSS) is a US Government agency established in 1980 to register all US males ages 18 to 25. This list is one from which the US Government draws upon in case of a national emergency requiring rapid expansion of its Armed Forces.

- All male US citizens, who are 18 but not yet 26 years old must register within 30 days of their 18th birthday, regardless of their place of residence (i.e., includes citizens living outside the US);
- Permanent alien citizens living in the US must register;
- Dual national US citizens must register;
- Failure to register could result in prosecution, a fine and/or jail for up to five years; and
- Registration is also a requirement to qualify for Federal student aid, job training benefits, and most Federal employment.

In essence, Canadian family members on visas need not register, regardless of the visa type. However, Canadian family members holding US citizenship (by birth or naturalization) MUST register, regardless of passport/visa status or where they live. Further information is available on the [Selective Service System website](#).

What documents do I need to travel with my baby? When traveling by air, the baby must have a passport (US or CDN). When traveling by land across a border, the baby should have a passport. You can get an Emergency Travel Document issued by the nearest consulate to your location if you must travel for an emergency without the proper documents for your new baby. [Embassies and Consulates | United States](#)

Additional Resources:

- [Canadian Child Tax Benefit](#)
- Amending My Coverage
 - [Public Service Health Care Plan Coverage](#)
 - [TRICARE Life Events](#)

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