

## **Adoption Assistance**

Synopsys offers up to \$2,000 each year to help employees defray the cost of legally adopting a child under age 12. Under this program, you may receive up to \$2,000 for each successful adoption, with no limit to the number of adoptions for which you may be reimbursed. Currently, such payments are not subject to Federal income taxes.

Some limitations do apply. For more information, see below for **Eligible Expenses**, **Ineligible Expenses**, **How to Apply** and **Limitations**.

### **Eligible Expenses**

Once the child is placed for adoption, you may receive reimbursement for such eligible expenses as:

- agency placement fees
- court costs
- legal fees
- medical charges incurred by the natural mother

### **Ineligible Expenses**

Some expenses are not reimbursable such as:

- transportation for the child and adoptive parents
- expenses associated with adopting a stepchild or relative
- the costs associated with locating a child to adopt
- the costs incurred for an unsuccessful adoption

### **How to Apply**

To receive a reimbursement check for your child's adoption, you must:

- complete the Adoption Assistance Application, available under Company Forms
- attach receipts for all expenses eligible for reimbursement
- attach a copy of the adoption papers (decree), signed by an officer of the court or the adoption agency
- give the application, receipts and decree to the Benefits Department

### **Limitations**

- If you are regularly scheduled to work 20 through 29 hours per week, you may receive up to \$1,000
- If you and your spouse are both employed by Synopsys, only one of you will be eligible to submit for adoption assistance
- Similarly, if your spouse has an adoption assistance program available through another employer, the programs will be coordinated so that the benefits available from both employers will not total more than 100% of the eligible adoption expenses
- Note that to be eligible for benefits, you must be a full-time or part-time employee with Synopsys at the time the adoption process begins

**Don't Forget...**

Synopsys provides four weeks paid paternity leave to employees who adopt a child. For details, refer to Paternity/Adoptive Parent Leave policy available under HR Policies. You may add your newly adopted child within 31 days of the possession date. Please go to [www.enrollone.com/synopsys](http://www.enrollone.com/synopsys) to add your child.