
DCSE Policy & Procedure Unit
Policy Update
PPU: 13-07-001
Date: July 2, 2013
SUBJECT: Emancipation Letter

Please contact the Policy Unit if you have any questions regarding these or any other changes at
<http://dcsevf04/DCSE/PolicyQuestions> or (602) 771-8127.

The IV-D PARTNERS should send POLICY inquiries directly to DCSE-POLICYQUESTIONS@azdes.gov

Automation is in place which allows ATLAS to determine a child's emancipation date. Except for cases with a tribal or international order, the Emancipation Date in the second panel of the Child Demographic (**CHDE**) screen is automatically calculated based on the child's date of birth, high school graduation date, state emancipation, and emancipation override information.

The Division of Child Support Services (DCSS) is not dependent on the custodial parent (CP) for emancipation information. When a CP does not return the emancipation letter, the case does not meet the federal definition of non-cooperation and is not eligible for closure.

Staff are urged to view this information directly on OPPM and not create a separate personal file. Enter <http://dcsepc> in your browser to view this Policy Update in Policy Updates 2013.