

# Hanover Public Schools

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HAPUS  
CH 385  
G

## CORI REQUEST FORM

Hanover Public Schools has been certified by the Criminal History Systems Board for access to all criminal case data including conviction, non-conviction and pending. As an applicant/employee or volunteer for the position of \_\_\_\_\_ at \_\_\_\_\_ School, I understand that a criminal record check will be conducted every three years for conviction, non-conviction and pending criminal case information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

### Applicant / Employee / Volunteer Signature

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE NAME

\_\_\_\_\_  
MAIDEN NAME OR ALIAS (if applicable)

\_\_\_\_\_  
DATE OF BIRTH

\_\_\_\_\_  
PLACE OF BIRTH

\_\_\_\_\_  
SOCIAL SECURITY NUMBER  
(requested but not required)

\_\_\_\_\_  
MOTHER'S MAIDEN NAME

\_\_\_\_\_  
ID Theft Index PIN\*\*  
(if applicable)

CURRENT ADDRESS: \_\_\_\_\_

FORMER ADDRESS: \_\_\_\_\_

SEX: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ ft. \_\_\_\_\_ in. WEIGHT: \_\_\_\_\_ EYE COLOR: \_\_\_\_\_

STATE DRIVER'S LICENSE NUMBER\*: \_\_\_\_\_  
(include state of issue)

\*The above information was verified by reviewing the following form of government issued identification (original birth certificate or passport) only if driver's license is not available):

Verified by Authorized CORI Employee: \_\_\_\_\_

\*\*The CHSB Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft Index PIN Number by the CHSB. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. **All CORI request forms that include this field are required to be submitted to the CHSB via mail or by fax to 617-660-4614.**