



TOWN OF ANDOVER
MASSACHUSETTS

HIPES
1721
G

Human Resources
36 Bartlet Street
Andover, MA 01810
978-623-8530
www.andoverma.gov

CORI REQUEST FORM

Andover Public Schools has been certified by the Criminal History Systems Board for access to all conviction data and pending court activity for school-based personnel. As a (prospective) employee/ volunteer for the position of _____ for The Andover Public Schools, I understand that a criminal record check will be conducted for conviction and pending information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

Applicant / Employee Signature

APPLICANT / EMPLOYEE INFORMATION (PLEASE PRINT)

Last Name First Name Middle Name

Maiden Name/Alias (If Applicable) Place of Birth Mother's Maiden Name

_____/_____/_____
Date of Birth Social Security Number (Requested but not required) ID Theft Index Pin (if applicable)

Current Address: _____

Former Address: _____

Sex: ____ Height: ____ ft. ____ in. Weight: ____ Eye Color: _____

State Driver's License Number: _____

***THE ABOVE INFORMATION WAS VERIFIED BY REVIEWING THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION:

Identification: _____

Requested by: _____
Patricia Gelfand
Signature of C.O.R.I. Authorized Employer

* 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 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.