



QUINCY PUBLIC SCHOOLS

Allison G. Cox
Senior Director of Human Resources &
Educator Development
34 Coddington Street, Quincy, MA 02169
617.984.8766
allisoncox@quincypublicschools.com

Kevin W. Mulvey, J.D., Superintendent

HR Personnel Only:

CORI _____

SORI _____

SAFIS _____

DATE

PHONE NUMBER

LOCATION/SCHOOL

PARENT/VOLUNTEER

STUDENT'S NAME

CORI REQUEST FORM

Quincy Public Schools has been certified by the Criminal History Systems Board for access to all criminal case dates including conviction, non-conviction and pending. **As an applicant for the position of** _____, I understand that a criminal record check will be conducted 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. I also understand that a record check will be conducted through the MA Sex Offender Registry Information (SORI) database.

Applicant Signature

APPLICANT/EMPLOYEE INFORMATION (PLEASE PRINT)

LAST NAME

FIRST NAME

MIDDLE NAME

MAIDEN NAME OR ALIAS (IF APPLICABLE)

PLACE OF BIRTH

DATE OF BIRTH

**SOCIAL SECURITY # (only last 6 needed)

MOTHER'S MAIDEN NAME

CURRENT and FORMER ADDRESSES:

SEX: _____ HEIGHT: _____ ft. _____ in.

WEIGHT: _____ EYE COLOR: _____

*THIS SECTION MUST BE COMPLETED BY SCHOOL PRINCIPAL OR HR STAFF

IDENTITY OF THE ABOVE APPLICANT/EMPLOYEE WAS VERIFIED WITH THE FOLLOWING FORM OF GOVERNMENT ISSUED ID WITH PHOTO: _____. **A PHOTOCOPY OF THIS ID MUST BE ATTACHED TO THIS FORM.** *Applicants may remotely complete this form by having it notarized.

VERIFIED BY: _____ (Signature of QPS Principal or HR Staff).

CORI REQUESTED BY: _____

SIGNATURE OF CORI AUTHORIZED EMPLOYEE

Quincy Public Schools does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, religion, national origin, or disability, in its educational activities or employment practices.