

C.O.R.I. REQUEST FORM

To be completed by applicants/ prospective employees/ student teachers/ interns/ volunteers.
(PLEASE PRINT CLEARLY)

The Somerville Public Schools has been certified by the Criminal History Systems Board for access to all conviction, non-conviction data and pending court activity for school-based personnel.

As a (prospective) employee/ volunteer for the position of _____ for The Somerville Public Schools, I understand that a criminal record check will be conducted for conviction, non-conviction and pending information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

LAST NAME	FIRST NAME	MIDDLE NAME
MAIDEN NAME/ALIAS (IF APPLICABLE)	PLACE OF BIRTH	
DATE OF BIRTH	SOCIAL SECURITY NUMBER (OPTIONAL)	MOTHER'S MAIDEN NAME

FORMER ADDRESS: _____

SEX: ____ HEIGHT: ____ FT. ____ IN. ____ WEIGHT: ____ EYE COLOR: ____

I hereby authorize a review of my application material by an individual or group of individuals in the applicant, student teacher, intern, volunteer selection process.

I hereby affirm that all information supplied by me in support of my candidacy is true and complete. I certify that I have never been convicted of a criminal offense. Further, I certify that I have never been arrested for any offense involving sexual misconduct or moral turpitude. I understand that if employed, falsified statements, as part of my application shall be considered sufficient cause for dismissal. I hereby release and hold harmless the Somerville Public Schools and any providers of information about me from any liability, which may result.

 Signature Date

**PLEASE NOTE THAT A COPY OF YOUR
 DRIVERS LICENSE OR US PASSPORT MUST BE SUBMITTED WITH THIS FORM.**

To be completed by the school department designee.

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

- DRIVER'S LICENSE:# _____ AND STATE _____
- US PASSPORT # _____

REQUESTED BY: _____

*This form can be downloaded by visiting the
 Central Administration Intranet webpage > Human Resources > New Hire Forms*

