



**Marie H. Doyle**, Superintendent of Schools  
**Michael Sullivan**, Assistant Superintendent for Learning  
**Thomas Mazza**, Assistant Superintendent for Finance and Operations  
**Susan Bertrand**, Director of Pupil Services  
**Kevin Warend**, Director of Technology

**LNGPS**  
**CH 385**  
**G**

**CORI REQUEST FORM**

Longmeadow Public Schools has been certified by the Criminal History Systems Board for access to all criminal case data including conviction, non-conviction and pending data. As an applicant/employee 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.

X \_\_\_\_\_  
 Applicant/Employee Signature  
 (unless otherwise preempted by law)

X \_\_\_\_\_  
 School Position

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 NUMBER (Requested but not required)	ID Theft Index PIN* (if applicable)
MOTHER'S MAIDEN NAME		

**CURRENT & FORMER ADDRESSES:** \_\_\_\_\_  
 \_\_\_\_\_  
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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 PHOTOGRAPHIC IDENTIFICATION \_\_\_\_\_  
 \_\_\_\_\_

REQUESTED BY: \_\_\_\_\_  
 SIGNATURE OF CORI AUTHORIZED EMPLOYEE

\* The CHSB Identity theft PIN Number is to be completed by those applicants that have been issued an Identity Theft 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**