



Human Resources Department
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SPRINGFIELD PUBLIC SCHOOLS - SPRINGFIELD, MASSACHUSETTS

CRIMINAL OFFENDER RECORD INFORMATION (CORI) ACKNOWLEDGEMENT FORM

The Springfield Public Schools ("SPS") is registered under the provisions of M.G.L. c. 6, § 172 to receive CORI for the purpose of screening current and otherwise qualified prospective employees, subcontractors, laborers, and volunteers.

As a prospective or current employee, subcontractor, laborer, or volunteer for the position of **Springfield School Volunteer** at **School**, I understand that a CORI check will be submitted for my personal CORI information to the Department of Criminal Justice Information Services (DCJIS).

I hereby acknowledge and provide permission to SPS to submit a CORI check to the DCJIS. I further hereby acknowledge and authorize SPS to receive my CORI information.

This authorization is valid for one year from the date of my signature. I may withdraw this authorization at any time by providing SPS written notice of my intent to withdraw consent to a CORI check.

FOR EMPLOYMENT AND VOLUNTEER PURPOSES ONLY: The SPS may conduct subsequent CORI checks within one year of the date this Acknowledgement Form was signed by me, provided, however, that SPS must first provide me with written notice of any subsequent CORI check.

Please check the box below to identify how you would like a copy of your CORI to be sent to you if SPS is required to provide you with a copy:

First Class Mail to my current address listed on page 2 of this Acknowledgement Form

E-Mail to the following e-mail address:

As required by the Commonwealth of Massachusetts, please submit a copy of a valid passport, driver's license or other government-issued photo ID along with this CORI form to establish proof of identity.

By signing below, I provide my consent to a CORI check and acknowledge that the information provided on Page 2 of this Acknowledgement Form is true and accurate.

Signature

Date

SUBJECT INFORMATION

The fields marked with an asterisk (*) are required fields.

* First Name: Middle Initial:

* Last Name: Suffix (Jr., Sr., etc.):

Enter Maiden Name (or other names(s) by which you have been known) below

Former Name 1:

Former Name 2:

Former Name 3:

* Date of Birth (MM/DD/YYYY): Place of Birth:

* Last SIX digits of Social Security Number: XXX - - (If you have never been issued a SSN, enter 00 - 0000)

Sex: Height: ft. in. Eye Color: Race:

Driver's License or ID Number: State of Issue:

Father's Full Name:

Mother's Full Maiden Name:

Current Address

* Street Address:

Apt. # or Suite: *City: *State: *Zip:

Phone Number: Email Address:

Former Address

* Street Address:

Apt. # or Suite: *City: *State: *Zip:

***** DO NOT WRITE BELOW THIS LINE *****

SUBJECT VERIFICATION - Central Office ONLY

The above information was verified by reviewing the following form(s) of government-issued identification:

Verified by:

Print Name, Position, and Employer of Verifying Employee

Signature of Verifying Employee

Date