



KATHRYN ROBERTS, SUPERINTENDENT  
ADMINISTRATION BUILDING | 220 CENTRAL STREET HINGHAM, MA 02043 | (781) 741-1500

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## **CRIMINAL OFFENDER RECORD INFORMATION (CORI) ACKNOWLEDGEMENT FORM**

To be used by organizations conducting CORI checks for employment, volunteer, subcontractor, licensing, and temporary employment

The Hingham Public Schools 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, volunteers, license applicants, current licenses, and applicants for temporary employment.

As a prospective or current employee, subcontractor, volunteer, license applicant, current licensee, or applicant for temporary employment, I understand that a CORI check will be submitted for my personal information to the DCJIS. I hereby acknowledge and provide permission to The Hingham Public Schools to submit a CORI check for my information to the DCJIS. This authorization is valid for one year from the date of my signature. I may withdraw this authorization at any time by providing the Hingham Public Schools with written notice of my intent to withdraw consent to a CORI check.

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

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



## Criminal Offender Record Information (CORI) PERSONAL REQUEST FORM

DATE: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

ADMIN ASST. - PLEASE COMPLETE, IF APPL:

Student Name \_\_\_\_\_

Contact Priority No. \_\_\_\_\_

### REQUIRED INFORMATION (PLEASE PRINT)

The Hingham Public Schools has been certified by the Criminal History Systems Board for access to all criminal case data including conviction, non-conviction and pending. As an applicant/employee/volunteer **[check appropriate box and fill in description below]**, I understand that a criminal case information 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.

☐ Current employee   ☐ Candidate for employment   ☐ Volunteer

☐ Contractor/Subcontractor: COMPANY NAME \_\_\_\_\_

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE NAME

\_\_\_\_\_  
MAIDEN NAME OR ALIAS (IF APPLICABLE)

\_\_\_\_\_  
PLACE OF BIRTH

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\_\_\_\_\_  
DATE OF BIRTH (mm/dd/yyyy)

SOC SECURITY NUMBER (Last 6 digits required)

\_\_\_\_\_  
APPLICANT'S MOTHER'S MAIDEN NAME

ADDRESS:

I hereby authorize a review of my application material by any 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 Hingham Public Schools and any providers of information about me from any liability, which may result.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

PLEASE NOTE THAT YOUR DRIVER'S LICENSE OR US PASSPORT **MUST BE SUBMITTED BY YOU IN PERSON** 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 \_\_\_\_\_

or US PASSPORT # \_\_\_\_\_

\_\_\_\_\_  
Signature - HPS CORI-authorized employee