



Leicester Public Schools
 Office of the Superintendent
 1078 Main Street, Leicester, MA 01524

Telephone: (508) 892-7040
 Fax: (508) 892-7043
LEIPS CH 385 G

CORI Request Form

Leicester 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 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.

_____, _____/_____/_____
Applicant/Employee Signature

Applicant/Employee Information (PLEASE PRINT):

_____, _____, _____
 *Last Name *First Name Middle Name Suffix

_____, _____, _____
 Street Address City, State, Zip Code

Former Addresses:

_____, _____, _____
 City State Zip Code

_____, _____
 Maiden Name or Alias (if applicable) Place of Birth (city, state, country)

_____, _____, _____
 *Date of Birth Last six digits of Social Security Number Mother's Maiden Name

ID Theft Index PIN Number (if applicable)*

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

State Driver's License Number: _____ (include state of issue) **ID Theft Index PIN Number (if applicable)***

Central Office Use Only:

The identity and information above was verified in person and by reviewing the following form of government-issued photographic identification: driver's license passport Military I.D.

Requested by: _____
 Signature of CORI Authorized Employee

***The CHSB Identity Theft Index PIN Number** is to be completed by those applicants that have been issued and Identity Theft Index PIN Number by the 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.**