



**TOWN OF ANDOVER  
MASSACHUSETTS**

Human Resources  
36 Bartlet Street  
Andover, MA 01810  
978-623-8530  
[www.andoverma.gov](http://www.andoverma.gov)

APSHR  
CH385  
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**CORI REQUEST FORM**

Andover Public Schools has been certified by the Criminal History Systems Board for access to all conviction data and pending court activity for school-based personnel. As a (prospective) employee/ volunteer for the position of Substitute Teacher for The Andover Public Schools, I understand that a criminal record check will be conducted for conviction and pending 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

\_\_\_\_\_  
Maiden Name/Alias (If Applicable)

\_\_\_\_\_  
Place of Birth

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date of Birth

\_\_\_\_-\_\_\_\_-\_\_\_\_  
Social Security Number  
(Requested but not required)

\_\_\_\_\_  
Mother's Maiden Name

\_\_\_\_\_  
Former Address: \_\_\_\_\_

\_\_\_\_\_  
Sex: \_\_\_\_ Height: \_\_\_\_ ft. \_\_\_\_ in. Weight: \_\_\_\_ Eye Color: \_\_\_\_\_

\_\_\_\_\_  
State Driver's License Number: \_\_\_\_\_

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

\_\_\_\_\_  
Requested by: \_\_\_\_\_

\_\_\_\_\_  
Signature of C.O.R.I. Authorized Employer