

School: \_\_\_\_\_ Date: \_\_\_\_\_

## Attachment Q EMPLOYEE LIST

Pursuant to G.L. c. 62C, § 47A, the Division of Professional Licensure (DPL) is required to obtain the social security number for each employee and forward it to the Department of Revenue (DOR). The DOR will ascertain whether staff is in compliance with the tax laws of the Commonwealth. In addition, effective 8/1/12, pursuant to Chapter 106 of the Acts of 2012, DPL may have access through the Department of Criminal Justice Information Services to data about convictions and pending criminal cases of all school principals, owners, directors, officers, and members of the business entity, as appropriate for the organizational ownership of the school.

Initial License Applicant: Effective 8/1/12, all staff must submit a resume and completed CORI Notification Acknowledgement and Employee Information Form.

Renewal License Applicant: Staff is subject to CORI at each renewal.

List **all** staff employed by the school, except instructors and sales representatives (listed on Attachments P and R, respectively). If the school has branches, please organize this list by branch or submit one list per branch.

Name of Staff Person	Social Security #	Date of Birth	Position Title	CORI Form and Resume Attached