

Hiring Timeline

(post-2010 CORI Reform and “ban the box”)

Applicant Fills Out Initial Written Application Form
(no questions about criminal record)



Applicant Takes Skills Assessment



Applicant Interviews for Job



Employer Obtains Driving Record



Applicant Fills Out Supplemental Application Form
(questions regarding criminal background)



Employer Obtains Applicant’s Authorization for
Criminal Offender Record Information (CORI) Check



Applicant Undergoes Physical Examination
(Strength Test and Drug Screen)



If Employer Intends To Discuss Criminal Record,
or if Employer Decides Not To Hire Because of Criminal Record,
Give Copy of CORI to Applicant



Hire