



**Campus Police Department**

**NOTIFICATION OF INTENT TO CARRY CONCEALED FIREARM ON WALTERS STATE PROPERTY**

Registrant Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (M/I) \_\_\_\_\_

Institution Department: \_\_\_\_\_

Employee Banner I. D. Number: \_\_\_\_\_

Employee Status:  Full Time (37.5 hrs. per week)  Regular Part Time  Faculty  Staff

Cell Phone Number: \_\_\_\_\_ Office Telephone Number: \_\_\_\_\_

Personal e-mail address: \_\_\_\_\_

Work e-mail address: \_\_\_\_\_

Campus Location(s) where concealed weapon will be carried (check all that apply):

Claiborne  Greeneville  Morristown  Sevierville

Carry Permit Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ State: \_\_\_\_\_

By signing below, I certify all of the following to law enforcement:

- I am a full-time employee of Walters State Community College who is eligible to carry a handgun under Tennessee law. I am not enrolled as a student at any Walters State Community College campus or institute.
- I will notify the Walters State Campus Police Department of any changes in my employment, student status, or handgun carry permit status. I acknowledge that changes in my status may affect my right to carry a handgun on institution property.
- I am making a personal choice to carry a handgun on institution property. I am not carrying the handgun in the course and scope of my institution employment. I acknowledge that I may be personally liable for injuries caused by my carrying of a handgun.
- I will comply with Tennessee law and institution policies when carrying a handgun, including, without limitation, complying with Tennessee Board of Regents Policy **7:01:00:00**. Specifically, I will comply with the responsibilities summarized in the, **Summary of Rights and Responsibilities**, of which I have received a copy.
- I agree that my failure to comply with Tennessee law or Tennessee Board of Regents policies may result in criminal charges and institution discipline against me up to and including termination of employment

\_\_\_\_\_  
Registrant Signature Date

**Witnessing Officer:**

I, the witnessing law enforcement officer have provided the registrant with a copy of the **Summary of Rights and Responsibilities**, as well as a copy of TBR policy **7:01:00:00**, verified the registrant's current eligibility to carry a handgun on Walters State property, and witnessed his or her signature.

\_\_\_\_\_  
Officer's Signature Date

## SUMMARY OF CAMPUS CONCEALED CARRY RIGHTS AND RESPONSIBILITIES

Effective July 1, 2016, Tennessee Code Annotated 39-17-1309 has been amended to allow full-time employees of public institutions of higher education to carry concealed handguns if they have a valid Tennessee handgun permit; are not enrolled as a student; and have provided written notification to the proper law enforcement agency.

However, the right to carry a concealed handgun is subject to the following conditions:

1. Employees shall not carry a handgun openly or in any other manner in which the handgun is visible to ordinary observation by a reasonable person.
2. Employees shall have their handgun carry permit and campus registration card in their immediate possession at all times when carrying a handgun and display the permit and registration card at the request of a law enforcement officer.
3. Employees shall not carry a weapon other than a handgun.
4. Employees shall not carry a handgun at the following times or at the following locations:
  - Stadiums, gymnasiums, or auditoriums where institution sponsored events are in progress;
  - In meetings regarding student or employee disciplinary matters;
  - In meetings regarding tenure issues;
  - A hospital, a student health or counseling center, or an office where medical or mental health services are the primary services provided;
  - In any motor vehicle that is owned, operated, or controlled by a TBR institution and that is provided to an employee for use during the course of employment (state and motor pool vehicles); or
  - Any location where a provision of state or federal law, except the posting provisions of Tennessee Code Annotated 39-17-1359, prohibits the carrying of a handgun on that property, such as on the premises of a child care agency.

The Walters State Campus Police Department may provide scheduled education for full-time employees relating to handgun safety. Such education is voluntary.

### FOR UNIVERSITY/INSTITUTION AND LOCAL LAW ENFORCEMENT:

THIS DOCUMENT SUMMARIZES RIGHTS AND RESPONSIBILITIES ASSOCIATED WITH EMPLOYEES CARRYING A CONCEALED HANDGUN ON INSTITUTION PROPERTY. THE EMPLOYING INSTITUTION HAS ADDITIONAL RULES AND GUIDELINES FOR EMPLOYEES TO CARRY ON CAMPUS/INSTITUTION PROPERTY. EMPLOYEES SHOULD REVIEW TBR POLICY **7:01:00:00** FOR A MORE COMPLETE DESCRIPTION OF THEIR RIGHTS AND RESPONSIBILITIES, AS WELL AS TCA: 39-17-1309, TCA 39-17-1351 and TCA 39-17-1359. IT IS THE RESPONSIBILITY OF THE EMPLOYEE TO BE AWARE OF ANY ADDITIONAL POLICIES FOR CARRYING ON THE INSITUTION'S PROPERTY.

I verify that I have printed and/or received a copy of TBR policy **7:01:00:00** and a copy of TCA-39-17-1309, 39-17-1351 and TCA 39-17-1359 so that I may review and be knowledgeable in the scope of my full rights and responsibilities.

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Registrant Name (please print)

Signature

Date

**CONFIDENTIAL**

**PLEASE FORWARD COMPLETED FORM AND COPIES OF CARRY PERMIT AND DRIVER'S LICENSE TO  
THE DIRECTOR OF CAMPUS POLICE, MORRISTOWN CAMPUS**