

WALTERS STATE COMMUNITY COLLEGE

CONCEALED FIREARMS CARRY REGISTRATION INSTRUCTIONS

SB2376/HB1736 –Campus Carry Bill became law on May 2, 2016. The bills originated for the purpose of self-protection only. The law outlines that employees are required to register with the Walters State Campus Police Department and local law enforcement agencies within the campus jurisdiction.

Following are instructions on how to register and how the campus police department will notify the local police and sheriff's departments on your behalf after you register with our department. Please do not report to the local jurisdiction police or sheriff's department as Walters State Campus Police will do that for you.

Concealed carry registration process:

1. Access the registration form, laws and policy online at: <http://ws.edu/student-services/campus-safety/carry-permit/>
2. Be sure to print the laws and policy for review.
3. If you prefer you may pick up a registration packet at any of our campus police departments.
4. Complete the registration packet and return the registration form to Chief Sarah Rose on the Morristown campus.
5. Along with your registration form you **must** supply campus police with the following:
 - Copy of valid Tennessee carry Permit
 - Copy of valid Driver's license
6. Campus Police will confirm validation of the carry permit through the Department of Safety. Once validation of permit to carry is confirmed you will be issued a campus handgun carry registration card. **DO NOT CARRY YOUR WEAPON ON CAMPUS UNTIL YOU RECEIVE THIS CARD.** Processing a new registration will take between 3-5 business days.
7. After receiving the WSCC registration card you may begin to carry your handgun on institution property. You must have both your firearms carry permit and campus registration card on or within reach of you at all times. You must present both cards to any campus or local officer that asks you for them.
8. Be aware that you cannot carry your handgun in any **State** vehicle, **EVER**. Any violation will result in arrest and possible revocation of your campus carry privilege.
9. Education will be provided through e-learn. Participation in any education offered is voluntary.
10. **REMEMBER:**
 - Your handgun is for your defense only.
 - You are not required as part of your employment to carry a handgun.
 - You are solely responsible for any discharge of the handgun and any legalities involved as a result of its use.
 - Do not have your handgun in your hand in any tactical situation. Understand that if campus or local law enforcement are approaching in a tactical manner you could be seriously injured or killed.
 - If your full time employment status with the college changes it is your responsibility to inform the campus police department. All registrations are invalid upon employee status change or termination.