

Police/Sheriff Department
NOTIFICATION OF EMPLOYEE'S INTENT TO CARRY CONCEALED HANDGUN

 Registrant Name: (Last) _____ (First) _____ (M/I) _____
 Date of Birth: _____ Banner I. D. Number: _____
 E-mail address: _____ Office Telephone Number: _____
 Home Telephone Number: _____ Cell Phone Number: _____
 Campus Location(s) where employee may work: _____
 Department/Unit: _____
 Office Address/Building/Room #: _____
 Carry Permit Number: _____ Expiration Date: _____ State: _____

Law Enforcement Notification/s (To be completed by the employee for each applicable department):

- | | | | | |
|---|---|---|---|---|
| <input type="checkbox"/> Walters State Police | <input type="checkbox"/> Morristown Police | <input type="checkbox"/> Hamblen Co Sheriff | <input type="checkbox"/> White Pine Police | <input type="checkbox"/> Jefferson Co Sheriff |
| <input type="checkbox"/> Greeneville Police | <input type="checkbox"/> Greeneville Police | <input type="checkbox"/> Greene Co Sheriff | <input type="checkbox"/> Sevierville Police | <input type="checkbox"/> Sevier Co Sheriff |
| <input type="checkbox"/> Tazewell Police | <input type="checkbox"/> Claiborne Co Sheriff | <input type="checkbox"/> Newport Police | <input type="checkbox"/> Cocke Co Sheriff | |

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 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 college property.
- I am making a personal choice to carry a handgun on Walters State property. I am not carrying the handgun in the course and scope of my college 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 Campus Concealed Carry Rights and Responsibilities**, of which I have received a copy.
- I agree that my failure to comply with Tennessee law, Tennessee Board of Regents and Walters State Community College policies may result in criminal charges and/or college discipline against me up to and including termination of employment.

Registrant Signature: _____ Date: _____

Witnessing Officer:

I, the Witnessing Law Enforcement Officer have verified the registrant's current eligibility to carry a handgun on Walters State property, and witnessed his or her signature, and informed the registrant to review the institution's policy for more details.

Officer's Signature: _____ Date: _____

SUMMARY OF CAMPUS CONCEALED CARRY RIGHTS AND RESPONSIBILITIES

Pursuant to Tennessee Code Annotated 39-17-1309, full-time employees of public institutions of higher education may carry concealed handguns if they have a valid Tennessee handgun permit/enhanced handgun carry permit, or a handgun carry permit issued by another state that has been given reciprocity under T.C.A. § 39-17-1351(r); are not enrolled as a student; and have provided written notification to the proper law enforcement agency/agencies. 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. Handguns must be carried on or about their person, which means that the gun must be carried either by the employee or concealed in a handbag, briefcase or other carrying case that remains within arm's reach of the person at all times or properly secured in their personal motor vehicle in accordance with T.C.A. § 39-17-1313.
2. Employees are not permitted to intentionally disclose to other employees, students, or other third parties that they are carrying a handgun except through the registration process with law enforcement.
3. Registered employees may carry a handgun only on the property where the employee works, and not on the property of any other Tennessee Board of Regents Institution.
4. Employees shall have their handgun carry permit in their immediate possession at all times when carrying a handgun and display the permit at the request of a law enforcement officer.
5. Employees shall not carry a weapon other than a handgun.
6. Employees shall not carry a handgun at the following times or at the following locations: a. Stadiums, gymnasiums, or auditoriums where school sponsored events are in progress; b. In meetings regarding student or employee disciplinary matters; c. In meetings regarding tenure issues; d. A hospital, a student health or counseling center, or an office where medical or mental health services are the primary services provided; or e. Any location where a provision of state or federal law, except the posting provisions of T.C.A. § 39-17-1359, prohibits the carrying of a handgun on that property, such as on the premises of a childcare agency.
7. The Walters State Police Department may provide scheduled education for full-time employees relating to handgun safety. Such education is voluntary.
8. The Walters State Police Department will not assume temporary responsibility for any handgun as it relates to T.C.A. § 39-17-1309.
9. Employees may not carry a handgun in or on any public K-12 school building, bus, school campus, grounds, recreation areas, athletic field or any other property owned, operated, or while in use by K-12 board of education, school, or directors for the administration of any public or private K-12 educational institution. This includes buildings or parts of buildings that are dedicated to use by a campus K-12 school, middle college, etc. in accordance with T.C.A. § 39-17-1309.

This document summarizes the rights and responsibilities associated with employees carrying a concealed handgun on any Walters State property. This document in no way is intended to replace your responsibility to adhere to the applicable laws noted in this document or your responsibility to be familiar and comply with Tennessee Board of Regents and College policies. Employees are strongly advised and encouraged to read and review T.C.A. § 39-17-1309, TBR Policy 7.01.00.00-Firearms and Other Weapons, and Walters State policy 09:04:00.

Registrant Signature: _____ **Date:** _____

Witnessing Officer: _____ **Date:** _____