



VOLUNTEER STATE Community College
CAMPUS
police

Gallatin Campus
 1480 Nashville Pike
 Gallatin, TN 37066
 Phone (615) 230-3595
 Fax (615) 230-3434

Springfield Campus
 150 Laureate Ave
 Springfield, TN 37172
 Phone (615) 433-7041

Livingston Campus
 113 Wendell
 Community Road
 Livingston, TN 38570
 Phone (931) 462-5216

Cookeville Campus
 1000 Neal Street
 Cookeville, TN
 38501 Phone
 (931)520-4616

NOTIFICATION OF EMPLOYEE’S INTENT TO CARRY A CONCEALED HANDGUN

Registrant Name: (Last) _____ (First) _____ (M/I) _____

Date of Birth: _____ Employee ID # _____

Employment Status: _____ Student Status: _____
Must be a full-time employee. Must not be registered for any VSCC classes unless the class is solely online.

Division/Department: _____

Campus Location(s) or Office(s) (at which you teach or work): _____

Cell Phone _____ Office Phone _____

Email _____

Carry Permit # _____ Carry Permit State _____ Expiration Date _____

By initialing and signing below, I certify all of the following to Volunteer State Community College Campus Police Department:

_____ I am a full-time employee of Volunteer State Community College who is eligible to carry a handgun under Tennessee Law and am **not** enrolled as a student at any Volunteer State Community College campuses.

_____ I will notify the Volunteer State Community College Campus Police Department in writing of any changes in my employment, student status, or handgun carry permit status immediately. I acknowledge that changes in my status may affect my right to carry a handgun on college properties.

_____ I am making a personal choice to carry a handgun on College 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 arising from my carrying of a handgun.

_____ I will comply with Tennessee Law and College polices when carrying a handgun, including, without limitation, complying with the Tennessee Board of Regents Firearms and Other Weapons : 7.01.00.00 policy. 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 or Volunteer State Community College policies may result in criminal charges and/or College discipline against me up to and including termination of employment.

Registrant Signature – MUST BE SIGNED IN PERSON **Date**

Campus Police Use Only:

Witness:

I, _____, witnessed the registrant's signature and have provided the registrant with a copy of Summary of Campus Concealed Carry Rights and Responsibilities and Volunteer State Community College Firearms and Other Weapons policy.

Witness

Date

Administrative:

I, _____, have verified the registrant's current eligibility to carry a handgun on Volunteer State Community College property.

Approved

Denied

Signed

Date

Attach Copy of Enhanced Carry Permit and Driver's License.

*** Effective January 2020 "Concealed Handgun Carry Permit" are not permitted under TN law. Individuals must possess an Enhanced Handgun Carry Permit.**

SUMMARY OF CAMPUS CONCEALED CARRY RIGHTS AND RESPONSIBILITIES

Pursuant to Tennessee Code Annotated T.C.A. § 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. Volunteer State Community College Campus Police Department does not offer any training courses in accordance with T.C.A. § 39-17-1309. Employees may wish to participate in a voluntary training program offered by another law enforcement agency.
8. Volunteer State Community College Campus 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 a n y Volunteer State Community College 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.

Revised July 2021