

INSTITUTIONAL DIRECTIVE 8-40

June 18, 2007

Title: Guidelines for Gunsmithing Certificate Program

I. Purpose

To establish guidelines and requirements for student admission into the Gunsmithing Program, the handling, storage, safety concerns, and restrictions related to the possession of firearms on the Lex Walters Campus.

II. Policy

It is the policy of the College to operate a Gunsmithing program at the Greenwood Lex Walters Campus and to adhere to all applicable statutes set forth by Federal, State, and local authorities. Acting under advisement of an Opinion of the Attorney General dated January 16, 2007, the restrictions applicable to the possession of firearms and ammunition on the Lex Walters Campus at Piedmont Technical College found in S.C. Code Ann. §16-23-420(A) are suspended by action of the Piedmont Technical College Area Commission in a regularly convened meeting on June 19, 2007 subject to the following:

- A. This suspension of law is only applicable to the Lex Walters Campus, and not the county centers.
- B. This suspension is only applicable to students registered in the Gunsmithing program, faculty members teaching its courses, or the Dean of Engineering and Industrial Technology (hereinafter referred to as "Approved Persons").
- C. This suspension is subject to the restrictions set forth in this Directive.

III. Procedures

A. Admission into the Gunsmithing Program

In addition to the required procedures of any student seeking entrance to the College, Gunsmithing students must also obtain a national background check. This background check requirement is waived for any student who possesses a current concealed weapons permit or "right-to-carry" license from their home state. A copy of the background check or concealed weapons permit will be retained by the Vice President for Academic Affairs and an additional copy will be sent to the Office of Public Safety.

Any previous conviction that would impair a student's ability to legally possess a firearm or ammunition shall act as a bar to program entrance. Students with previous convictions may apply for a pardon or expungement from the appropriate state agency, and then re-apply for admission.

Office of Responsibility: Vice President of Academic Affairs

B. Concealed Weapons Permit Course Prerequisite and Identification

Each student entering the Gunsmithing curriculum shall take the approved Concealed Weapons Permit training course offered by Piedmont Technical College, if they are not already so licensed. Upon successful completion of the course, students will be given a student identification which will be used to gain access to the Gunsmithing Laboratory. Gunsmithing faculty will be issued similar identification. This identification must be worn at all times on campus, and must be displayed when carrying weapons to or from the Gunsmithing Laboratory.

C. Transportation/ possession of Weapons on Campus

Prior to admission into the program, a student must complete and sign a “Weapons On Campus Authorization Sheet” (attached herein) that sets forth the understood responsibilities and punishments for failure to follow this Directive and other procedures set forth by the Gunsmithing faculty. Weapons shall only be possessed and transported by an Approved Person. An Approved Person shall transport weapons to or from their vehicle directly to the Gunsmith Lab (Room 022A). Weapons shall be transported only through the entrance to the “E” Building that faces Parking Lot #7. Students may park in Lots 7 or 15. Weapons transported to and from the lab shall be broken into at least two pieces, if possible, and shall be encased and locked in a hard case at all times. Ammunition must be similarly encased and hidden from view. The placement of live ammunition within the chamber of any weapon by a student is strictly forbidden on the premises of Piedmont Technical College.

D. Safeguarding of Weapons outside of class

Firearms and ammunition shall be kept under a “two-lock” system whenever classes are not being held. They must be first kept in an industry standard firearm safe, and the Gunsmith Lab (Room 022A) must be locked at any time that classes are not in session. Gunsmithing instructors and the Dean of Industrial Technologies are responsible to ensure that all logging procedures are compliant with regulations provided by the Federal Bureau of Alcohol, Tobacco, and Firearms, and students are trained to abide by these regulations.

E. Firearm Safety During Class

During class periods, the instructor is at all times in charge and responsible for safety procedures. Weapons and ammunition must not be removed from the Gunsmith Lab (Room 022A) during class, unless being transported off campus, and in accordance with subparagraph B herein.

F. Discharge of Firearms

The Gunsmithing Instructor is the only person authorized to discharge a weapon on campus. Weapons discharged must be done in the confines of a “snail trap” or similar device. For the purposes of student firing, Piedmont Technical College has made arrangements with third party ranges for any student use of firearms. Students are required to follow all rules of any host range, and are subject to punishment under the College Code of Conduct for any violation. Rules for conduct on third party ranges will be posted in the Gunsmith Lab.

G. Delegation of Authority

The Piedmont Technical College Area Commission has delegated its authority under S.C. Code Ann. §16-23-420(A) to the President for any temporary waiver of this Directive if necessary.

Original on File	6/18/07
Approved for Publication	Date

Piedmont Technical College
Gunsmithing Program

Weapons on Campus Authorization Sheet

- 1. As a student in the Piedmont Technical College Gunsmithing Program, I understand and agree to abide by the policies set forth by the College with respect to the possession of weapons and ammunition on college property.**

- 2. When transporting any firearm on campus, I will only transport it in an enclosed case, unloaded, and disassembled if possible (ex. bolt removed, barrel removed, etc.). I agree to park in the designated parking areas, and carry the weapon through the approved buildings as set forth in Institutional Directive 8-40.**

- 3. I understand that safety is the first consideration of this program, and any violation, horseplay, or similar conduct will be grounds for immediate dismissal from the program and subject to further punishment under the College Code of Conduct.**

- 4. I will follow the regulations of the Bureau of Alcohol Tobacco and Firearms and log-in all weapons I bring into the program for repair, build, modification, etc. according to the policies set forth by ATF and required for participation in this program.**

**I _____ agree to the above this
day _____ as signed and witnessed below.**

Student _____ Date _____

Witness _____ Date _____