



### Important Information Regarding Criminal History Requirements

- If you have a valid Permit to Carry, you will not need to complete the attached Criminal Background Check Requirements. You will need to provide PTCC with proof of your Permit to Carry so the Background Check Requirements can be waived.
- If you are under the age of 18, PTCC requires that you have a background check to obtain a place on the waitlist. Please be aware when the applicant turns 18, a new background check must be completed before you will be allowed to begin the Gunsmithing and Firearms Technology Program.
- If you have not lived in your current state for one full year, you will also need to provide this information from the state in which you previously resided.
- Any discrepancies between this form and your criminal history could result in your application to the program being voided.
- To be fully accepted into the Gunsmithing and Firearms Technology Program at Pine Technical & Community College, you must provide the following background check from the Minnesota Bureau of Criminal Apprehension.

### Directions:

1. Google your state's "Department of Public Safety."
2. Find a link relating to criminal history or background describing the steps required by your state to obtain a background check that will allow you to receive a Federal Firearms License.
3. Complete the required paperwork and pay any required fees.
4. The **original** findings must be mailed directly to Pine Technical & Community College by the agency doing the background check. We have provided a return envelope for you to send with your completed paperwork.

