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 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 Pistolsmithing Course 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, Attention Di Abrahamsen, by the agency doing the background check. Please fill out an envelop with the PTCC address below along with proper postage. This must be sent in to the agency with your completed paperwork.