

## **Texas A&M University-San Antonio**

### **34.06.02.O1-G1 Prohibition of Licensed Carry on Campus**

Approved: September 6, 2016

---

#### **GENERAL INFORMATION:**

This Guideline outlines the process for requesting the President's approval to temporarily ban a licensed, concealed handgun in those assigned offices or other areas where concealed carry is not already exclusively prohibited, as outlined in Rule 34.06.02.O1, Section 4.3.

---

#### **Guideline (Responsibilities and Process):**

1. Requesting the President's approval to prohibit licensed carry in assigned offices or other areas provided for in TAMU-SA Rule 34.06.02.O1, Section 4.3:

1.1 A requestor must complete form 34.06.02.O1 (F1), **Request for Prohibition of Licensed Carry**, providing all required information. Justification for each room or area is critically important and must demonstrate that there is a "significant risk of substantial harm" to another person or persons, as defined under TAMU-SA Rule 34.06.02.O1, Definitions. If the requestor will hold office hours at an alternate location, such location must be identified in the request.

1.2 The completed request form must be printed, signed, and submitted to the appropriate Vice President with a copy sent to the Chief of Staff, Office of the President.

1.3 The appropriate Vice President may support or decline the request, including the availability of alternate space for the requestor to hold meetings, and forward to the President who will have ultimate authority on approving or declining to support the request. The President will decide whether or not to support or decline the Vice President's decision.

1.4 The President's decision on the request is final and not subject to further review or appeal.

1.5 If the request is approved by the President, 30.06 (Penal Code) Notice will be posted in accordance with TAMU-SA Rule 34.06.02.O1, section 5.

1.6 The Chief of Staff, Office of the President will collect and maintain data on all requests submitted under this section, including the nature of the request and final decision, in order to support the consistent implementation of TAMU-SA Rule 34.06.02.O1.

1.7 The Chief of Staff, Office of the President will maintain a list of the specific locations where licensed carry is prohibited under TAMU-SA Rule 34.06.01.O1. 30.06 (Penal Code) Notice shall be posted at each location, as required, in a conspicuous manner clearly visible to the public.

---

## Related Statutes, Policies, or Requirements

- [System Regulation 34.06.02. Weapons.](#)
- [TAMU-SA Rule 34.06.02.O1 Carrying Concealed Handguns on Campus.](#)

---

## Appendix

- A license holder may carry a concealed handgun (licensed carry) on premises of TAMU–SA or in a university vehicle, unless prohibited by state or federal law, or TAMU-SA Rule 34.06.02.O1. (See Chapter 411, Texas Government Code.)

---

## Forms

- [34.06.02.O1 \(F1\) – Request for Prohibition of Licensed Carry](#)

---

## Definitions

- Refer to [TAMU-SA Rule 34.06.02.O1 Carrying Concealed Handguns on Campus](#)

---

## Contact Office

- Business Affairs, Office of the Vice President for Business Affairs/CFO (210)784-2000
- Student Affairs, Office of the Vice President for Student Affairs (210)784-1371