

South Dakota State University

Housing & Residential Life

Pet Permitted Policy

Purpose

South Dakota State University is committed to maintaining an environment conducive to the intellectual and personal development of students and to the safety and welfare of all members of the University community. In addition, Housing and Residential Life strives to protect, maintain, and regulate the pet ownership privilege enjoyed by its community members. Housing and Residential Life will not tolerate mistreatment of animals; residents conducting such behavior are subject to campus judicial proceedings. The following University guidelines and City Ordinances reflect this commitment to personal responsibility.

In all residence halls other than Hansen Hall and Meadows North and South:

Only fish, described as animals that can live for 24 hours underwater, are permitted inside the residence halls. In addition, sharks and piranha are NOT allowed in the residence halls. Each room is limited to two 10 gallon aquariums. No outside pets are allowed to visit anywhere inside the halls.

Students looking for permission for a Service Animal or an Emotional Support Animal (ESA) must begin their process with the Disability Services Office located in the Student Union.

Brookings, South Dakota Ordinances

- Students are expected to abide by the Brookings, South Dakota Code of Ordinances. This includes but is not limited to:
- The owner or caretaker of an animal shall not allow the animal to disturb the peace and quiet of the city or of any person (*Ord. No. 32-08, § 1, 9-9-2008*)
- No owner or caretaker may leave a dog, cat or other small animal unattended in a standing or parked vehicle in a manner that endangers the health or safety of such animal (*Ord. No. 32-08, § 1, 9-9-2008*)
- No person or caretaker shall harbor or keep any stray animals. Animals known to be strays shall be immediately reported to the city animal control department by the person who observes the stray animal (*Ord. No. 32-08, § 1, 9-9-2008*)
- Any animal will be considered a public nuisance if such animal is destroying or defacing property or is disturbing to any person. Any owner or caretaker of such animal shall be held responsible for allowing such public nuisance to occur (*Ord. No. 32-08, § 1, 9-9-2008*)
- No person shall cruelly beat, torture or injure any animal, nor overload any working animal, nor shall any person willfully or negligently abuse, mistreat or neglect any such animal. (*Ord. No. 32-08, § 1, 9-9-2008*)
- It shall be unlawful for any person to tease, bait or harass any animal (*Ord. No. 32-08, § 1, 9-9-2008*)
- An owner or caretaker shall provide their animal with sufficient food and water, proper shelter, humane care and treatment and veterinary care when needed to prevent suffering. No person shall mistreat any animal nor shall any animal be abandoned (*Ord. No. 32-08, § 1, 9-9-2008*)
- It shall be unlawful for any person to permit or allow a dog to run at large within the city. All dogs shall be restrained in such a manner so they cannot run at large within the city (*Ord. No. 32-08, § 1, 9-9-2008*)

- The owner, keeper, caretaker or attendant of a dog or cat which defecates upon public or private property other than their own shall immediately clean and remove the fecal material from such public or private property. Public property includes any boulevard, park or playground in the city.
- *(Ord. No. 32-08, § 1, 9-9-2008)*
- No person shall keep or maintain any building, enclosure, yard or kennel area where animals are kept unless it is kept at all times in a clean and sanitary condition and not permitted to become stagnant, noxious or a nuisance. Failure to clean up unsanitary conditions after inspection and verbal or written notice by an animal control officer shall constitute a violation of this section *(Ord. No. 10-09, § 1, 4-28-2009)*
- It shall be unlawful for any person within the city to keep, maintain or have in their custody or under their control any dog or cat which is over the age of three months, without first having obtained a license for the dog or cat from an authorized agent of the city *(Ord. No. 32-08, § 1, 9-9-2008)*
- No dog or cat license tag shall be issued to any owner or caretaker of any dog or cat who does not present to an authorized agent at the time of making application for such license, a certificate of vaccination against rabies by a veterinarian duly licensed to practice veterinary medicine within any state. The certificate must show the date of such vaccination and shall state the period of time for which the dog or cat is effectively immunized, which period of immunization shall be for at least one year from the date of issuance of the license tag *(Ord. No. 32-08, § 1, 9-9-2008)*
- It shall be the duty of the owner or keeper of any dog or cat to place a collar around the neck of each dog or cat, on which collar shall be securely fastened the tag furnished by an authorized agent of the city under the provisions of this article *(Ord. No. 32-08, § 1, 9-9-2008)*
- Pet owners are expected to follow all city ordinances, not just those listed here. To view the complete ordinance click [here](#) or [here](#).

Residence Hall Pet Policies and Guidelines – Hansen Hall 1st Floor and Meadows North & South

What Pets are Permitted?

- Pets permitted include fish, small caged animals (i.e. iguanas, hamsters or birds), cats, or dogs weighing less than 35 pounds (fully grown). All pets must meet conditions established by Brookings County or City ordinances. Dogs and cats must be licensed. No other pets will be allowed. Pets must wear appropriate tags at all times.
- Only one pet is permitted in a room. Only one pet is permitted in a Meadows 4-person apartment. Fish are permitted in addition to one other pet.
- All cats and dogs must be spayed or neutered at the appropriate age. A copy of the vet report should be submitted at time of application.
- **All documents to register a pet must be submitted at the same time as the application to gain approval for a pet. Documents needed include: completed application, document for renters insurance, verification of vaccinations, and picture of pet** can be submitted digitally to the SDSU.reslife@sdstate.edu.

Where are Pets Permitted?

- Acceptable pets (listed above) are allowed to live in the designated pet-friendly rooms within Hansen Hall-1st floor or Meadows Apartments (one pet per apartment).
- Pets (other than fish) are not permitted to enter any other residential facility, unless they fall under the Companion Animal
- All other residential facilities must adhere to the University Pet Policy found within the [Student Code](#)
- Any dog that displays aggressive behavior is not allowed on campus at any time.
- All pets must live with their owners (**visiting pets are not allowed**).
- Pets are not permitted into any academic or administrative building on campus. Exceptions can be made by South Dakota State University officials only. Failure to comply with this may subject the owner to judicial proceedings.
- Pets are not permitted in residence hall community bathrooms.
- All pets must be restrained, on a leash or in a carrier, at all times when outside the owner's residence hall room.

- Owners must keep pets properly crated while away from the room. Pets not properly crated will delay Housing and Residential Life staff from responding to concerns and issues (i.e. work orders) in a timely manner.
- Students are allowed to walk their pets around campus. Persons walking the pet are responsible for the animal's behavior and for immediately cleaning up after them. Pets **must** be on leash at all times when walking outside.
- Pets may not be left outside unattended.

What do I need to do before bringing my pet to campus?

- All pets must have prior approval and be registered, in writing, with the Department of Housing and Residential Life before arriving to campus. Registration includes proof of current vaccinations (including rabies and Bordetella) from a veterinarian, a health check, a current photo of the pet, and a \$300 deposit. Note that \$150 of the \$300 pet deposit is non-refundable for apartment/room cleaning. The Department of Housing and Residential Life retains the right to refuse approval for any pet, or rescind approval if the pet's behavior disrupts the hall community, damages the facilities, or threatens the health or safety of residents.
- All dogs and cats must be housebroken before arriving on campus.
- Consider how you will train your pet (classes, books, individual training) to be a good campus community member. Note: poorly behaved pets will be required to attend obedience classes or may be removed.

What are my additional responsibilities for the pet?

It is the owner's responsibility to:

- Care for the pet. It is against city ordinances and state law to abandon or neglect their animal.
- Clean up after the pet.
- Cat litter must be cleaned a minimum of once a day and disposed of in the outdoor trash dumpsters. Clumping litter may not be flushed in toilets. Newspaper, wood chips or any material used for bedding or elimination must be disposed in outdoor trash dumpsters. Dog feces must be immediately picked up by the pet owner during walks and disposed in trash dumpsters as well.
- Pets must be groomed to prevent smell.
- Residence Hall rooms must be appropriately cleaned often to prevent the smell affecting the room and other areas of the residence hall.
- Dog owners must always clean up after their pet. Failure to do so may mean financial consequence or inability to retain pet in on-campus housing.
- Make sure the pet receives flea and heart worm prevention medicine for the benefit of all animals in the area. Dogs must also have the bordetella vaccination (related to issues with Kennel Cough).
- Take the pet to the vet immediately upon exhibiting signs of illness to prevent other animals from getting sick.
- Register your pet with the city of Brookings and provide proof or registration to Housing and Residential Life.
- Be mindful of the noise your pet makes.
- Make arrangements for your pet to be cared for when you are not staying in your room. Pet care by other Hansen residents must occur in pet owner's room. The University recommends that owners board the pet or take the pet with them. Pets may not remain on campus when residence halls are closed.

Additional Pet Policies:

- Pet owners are responsible for any damages caused by a pet, and will forfeit the deposit, and if necessary pay any cost above and beyond the deposit for damages to the facilities. If no damages exist at check out, \$150 of the \$300 deposit is refundable.
- Pet owners must obtain, maintain, and show proof of renter's insurance at the time of application. The renter's insurance must cover liability for the pet. The university and the department are not liable for pet-related claims from any source.

- Proof of vaccinations/vet health checks must be submitted yearly.
- Pet owners are not permitted to breed any pet or domestic animal for any purpose.
- Pet owners must take all reasonable precautions to protect the property of the University and residents. All liability for actions of the animal (bites, scratches, damages to property, nuisance barking, etc.) is the responsibility of the owner.
- If the pet attacks, bites, or threatens anyone, the pet is subject to immediate removal from the community.
- Any complaints filed against a student or the student's pet will be taken seriously and may result in a judicial conduct meeting.
- The Department of Housing and Residential Life has the right to inspect the pet owner's room with 24-hour notice to confirm proper maintenance or to investigate complaints or concerns. In circumstances that threaten the health or safety of residents or the facility, department personnel may enter the room without prior notice.
- Pets displaying poor behavior may be required to attend and show proof of completed obedience classes.
- Pets that constitute a nuisance to other residents, as reported to or determined by the Department of Housing and Residential Life, will be removed promptly after notification by the Department.
- The pet owner will receive written notice from the Department of Housing and Residential Life of intent to remove the pet from the residence hall. It will be the responsibility of the pet owner to find a suitable home for the pet. The Brooking Regional Humane Society provides foster care for surrendered animals until new homes are found.
- Should the conditions of this contract not be met; minimally, a first offense will result in referral to judicial proceedings; a second violation will result in termination of pet policy agreement for the resident pet owner and additional judicial proceedings.

Pet Approval Procedure

1. Review the entire Hansen Hall/Meadows Pets Permitted Policy document
2. Complete the SDSU HRL Pet Application, Agreement & Registration document
3. Return the signed document and required accompanying documents (proof of vaccinations, proof of renter's insurance, photo of the animal) to the Department of Housing and Residential Life:
 - a. Address:

Housing & Residential Life
Caldwell Hall, Box 2810A
Brookings, SD 57007
 - b. Via email to the Department of Housing and Residential Life
Can be emailed at any time to SDSU.reslife@sdstate.edu
4. Via fax to the Department of Housing and Residential Life
Fax Number: 605-688-6044
5. In person to the Department of Housing and Residential Life Office (located in Caldwell Hall).
6. Submit deposit of \$300 of which \$150 is non-refundable to the Department of Housing and Residential Life via:
 - a. Check in person or by mail to the order of Housing and Residential Life
 - b. Credit card via phone during normal business hours (Monday – Friday, 8:00 a.m. – 5:00 p.m.) – 605-688-5148

A Housing and Residential Life staff member will review your application

If approved, you will receive a signed copy of your application and agreement via your jacks.sdstate.edu email account

If not approved, you will receive notice of the reason for denial via your jacks.sdstate.edu email account

Once you receive approval, you can move your pet into your room!