

Office/Contact: Office of Student Affairs

Source: SIBOR Policy 3.7.1

Link: <https://public.powerdms.com/SDRegents/documents/1680651>

SOUTH DAKOTA STATE UNIVERSITY

- ii. The student is enrolled in classes at the University for the fall semester immediately following the summer term; or
- iii. The student is employed on campus; or
- iv. The student is completing an internship through the University but otherwise not enrolled; or
- v. The student is from another institution completing an internship locally and provides appropriate documentation of such.

3. Procedures

- a. Housing and Residential Life will use lists from the Cashier's Office to compare student housing assignments with registration status on multiple occasions prior to the start of each term to prevent students from moving into residence halls without registration for classes. The Cashier's Office will provide updated lists to Housing and Residential Life and Card Services on the following schedule:
 - i. The day after the last day to withdraw and receive a "W" for each term.
 - ii. December 1st and weekly through the start of the spring semester.
 - iii. August 1st and weekly through the start of the fall semester.
 - iv. Daily, the week prior to classes starting for the fall and spring term.
- b. The Cashier's Office will provide a list of students not enrolled with a housing assignment for the fall and spring semester on the Thursday before classes begin and the last day to drop/add. cliceb.e cearlendserough t(t)-4.6J 0.T1 1 Tf r 72 (e)-31 Tf r 72 (t)-4.6 (o)10.

without registration based on a list provided by the Cashier's Office that they will be unable to check-

2. Registrar's Office determination if student is registered for summer term and/or fall semester
3. Student: documentation showing internship employment in the Brookings area and/or work assignment on campus from the supervisor.
 - ii. Following receipt of information from these sources, Housing and Residential Life will determine if the student is eligible to live in the residence halls during the summer term and communicate a decision to the individual requesting housing and Card Services.
4. Responsible Administrator

The Vice President for Student Affairs and the Vice President for Finance and Business, their successors or designees are responsible for the annual and ad hoc review of this policy and annual review of procedures. The University President is responsible for approval of this policy.

SOURCE: Approved by President on 09/28/2017. Revised 01/29/2024 (clerical).