

SERVICE ANIMALS

I. Purpose

The purpose of the policy is to outline and define Western Dakota Technical College's (WDTC) commitment to equal opportunity and access for individuals with disabilities that require assistance of a service animal. Access includes the WDTC campus, course offerings, programming, activities, and events. This policy differentiates "service animals" from pets and emotional support, therapy, and companion animals.

II. General Statement of Policy

- A. WDTC complies with federal, state, and local laws which allow a service animal to accompany any person with a disability on the WDTC campus, except where noted in this policy.
- B. It shall be a violation of this policy to bring any type of species, except qualified service animals, on the WDTC campus. Laws protecting service animals or their activities do not extend to non-service animals.
- C. Prior to full campus access, students or employees with a service animal must meet the ADA/504 Coordinator or their designee..
- D. Staff can make limited inquires when external customers bring a service animal on campus, and it is not obvious what service the animal provides. The only two questions staff can ask are: (1) is the animal a service animal, and (2) what work or tasks has the service animal been trained to perform. Staff may not request training documentation for the service animal, require that the service animal demonstrate any tasks, or inquire about the nature of the person's disability.
- E. Service animals are subject to state and local licensing, including registration requirements. If a service animal resides in Pennington County for 30 days or more, documentation of local licensing and vaccinations records (including rabies) must be submitted before a service animal is permitted full access to the WDTC campus.
- F. Service animals must be under the control of their partner at all times. Service animals must be harnessed, leashed, or tethered unless such devices interfere with the service animal's work or the individual's disability prevents the use of these devices. As allowed under state law, the person with a disability is liable for any damage done to the premises or facilities by a service animal.
- G. Certain areas may be off-limits where there is potential danger to the service animal including any classroom, laboratory environment, or hazardous area with moving machinery, sharp metal cuttings, products of combustion, hazardous protruding objects, hot material on floors, or high levels of dust discharge. It is also appropriate to exclude service animals from an area when the animal's presence may compromise a sterile environment.
- H. Without delay, the partner must clean up when a service animal urinates or defecates. Urine must be wiped up with an absorbent towel and antibacterial wipes. Feces need to be wrapped in plastic bags and properly disposed in a waste receptacle. WDTC is not obligated to supervise or otherwise care for a service animal.

III. Definitions

- A. "Service animal" is defined as:
 - 1. Any canine (dog) that is trained to perform a disability-specific task to include physical, sensory, mental, psychological, intellectual, or other mental disabilities.
- B. "Pet" is defined as:
 - 1. Animal kept for ordinary use and companionship.
 - 2. A pet is not considered a service animal and therefore is not covered by this policy. Pets are not permitted within College owned or controlled facilities.
- C. "Emotional support animal" is defined as:
 - 1. An animal that provides necessary emotional support to an individual with a mental or psychiatric disability that alleviates one or more identified symptoms of an individual's disability.
 - 2. Support must directly relate to and alleviate one or more of the identified symptoms or effects of an individual's identified disability as identified by reliable third-party documentation.
 - 3. Emotional support animals are not capable of service like service animals as defined by this policy and are therefore not permitted to accompany the authorized individual outside of their assigned residential space.

IV. Reporting Procedures – None

V. Dissemination of Policy and Training

- A. This policy shall appear or be available on the WDTC website and published in the WDTC Student and Faculty Handbooks.

Legal References: [42 US Code Chapter 126 – Disabilities Act \(ADA\) of 1990 as amended](#)
[Section 504 of the Rehabilitation Act of 1973 as amended](#)
[Pennington County Ordinance 4](#)
[SDCL 40-34-5 Running at large prohibited by county](#)
[SDCL 20-13-23.2 - Physically disabled, blind or deaf person's right to be accompanied by guide dog without extra charge](#)
[Rapid City Ordinance No. 6456](#)

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