

**Fire Regulation Exemption Request**

As a student at the University of South Dakota, I am aware of the Board of Regents fire regulations for the University of South Dakota. Based upon my spiritual beliefs and practices I am requesting an "Exemption" from these regulations.

- 1. I believe having access to and the opportunity for the utilization of my sacred medicines in personal prayer is essential to my traditional cultural/spiritual ways of life and for my wellbeing as a student at the university.
- 2. I am also aware that my roommate(s) or those closes to my living arrangement may have allergies to one or some of these medicines. Therefore, I will take the appropriate and necessary precautions in utilizing the medicines in the privacy of my own room.
- 3. I will also discuss the burn exemption with my roommate(s).
- 4. Once this form is complete and turned in to the University Housing Office

Applicant Information

Applicant Name: \_\_\_\_\_ USD ID#: \_\_\_\_\_ Date: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Roommates:

Please provide us with the name of your roommate(s). University Housing will send notice to your roommate(s) about the policy and your desire to partake in this exemption. If your roommate(s) do not agree, University Housing will work with you and your roommate(s) on a solution.

Roommate Name: \_\_\_\_\_

Roommate Name: \_\_\_\_\_

Roommate Name: \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_

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Office Use Only: Received: \_\_\_\_\_ Roommate Notified: \_\_\_\_\_ Process Complete: \_\_\_\_\_

Comments:

\_\_\_\_\_  
Director, University Housing (or Designee)      Date

## **Fire Regulation Exemption Procedures**

All applications are considered on a case by case basis and will utilize the following procedures for consideration:

1. Students can obtain an application at the University Housing Office.
2. Guidance can be sought from residence hall staff regarding completion of the application.
3. Once complete, the application can be submitted to the University Housing Office for processing.
4. During processing the University Housing Office will meet with the student requesting the exemption to make sur they understand the policy and precautions, then the University Housing Office will notify roommates (if applicable)
5. The University Housing Office will inform the student that the processing is complete via their USD Student Email. The University Housing Office will maintain the official record of the request.
6. The University Housing Office will also inform other applicable parties (Hall Directors, RAs, UPD, and Facilities Management).