



Service Animal (SA) and Emotional Support Animal (ESA) Rules

- _____ Where noted, Service Animals (SA) are subject to different rules.
- _____ The animal may not pose a direct threat to the health or safety of others.
- _____ The owner of an ESA should not leave the animal for extended periods of time (6 hours or more) or overnight. Further, leaving the ESA alone for more than 10 hours consecutively is considered a **serious** violation of these rules and is cause for an immediate conduct referral. A violation of the 10-hour rule may result in the removal of the ESA. Individualized rules may apply to SAs, depending on the situation and agreement with the ADA Coordinator and/or Housing.
- _____ In order for an ESA to be approved, an Emergency Contact / Alternative Contact form must be provided. Rules are on the form. When an animal is an SA, an Emergency Contact form must be provided; however, it is expected that an SA will not be left with an alternate contact unless in an emergency where the owner cannot physically care for the animal (i.e., hospitalization). If there are changes in contact information (for emergency contact or veterinarian), the owner must notify the ADA Coordinator, Carrie Stevens, immediately to make those corrections.
- _____ The owner must maintain a clean, odor-free environment with the animal, and must clean up and appropriately dispose of all animal waste, both inside and outside. Waste must be disposed of in a tied bag in an outdoor trash receptacle.
- _____ If the animal has an accident (vomits, urinates, and/or defecates) on carpet or fabric, the student must clean it to the best of their ability and then put in a work order for maintenance to come and disinfect the affected spot.
- _____ The animal may not cause substantial damage to the property of others. The owner will be responsible for any costs due to damage.
- _____ The animal may not pose an undue financial or administrative burden to the institution. This determination may vary for an SA.
- _____ The animal may not fundamentally alter the nature of the institution's operations. This determination may vary for an SA.
- _____ The animal may not disrupt the environment by barking, meowing, scratching, screeching, or growling.
- _____ The animal must be the appropriate size for the living space (animals will not be denied based on size alone).
- _____ The animal cannot interfere with the reasonable use and enjoyment of others living in the same dwelling (this may include those with allergies, phobias, religious preferences, etc.); this may create a situation where the owner or roommate must be moved to alternate housing. This determination may vary for an SA.



- _____ The animal must always be under the control of the owner, either on a leash or harness or in a crate or carrier when the owner is not present; the crate or carrier must be of adequate size for the animal. When outdoors, the animal must be kept on a leash of 6 feet or shorter (no electronic collars), when applicable. Should the owner of an SA not be able to adhere to this rule based on their disability, this rule should not apply and other arrangements shall be made.
- _____ Other than the residence halls and open outdoor areas, an ESA is not permitted in University facilities such as athletic facilities (games, workout areas, stadium, track, etc.), classrooms, the cafeteria, etc. An ESA is permitted in “open” outdoor areas for exercise and waste elimination. An SA is permitted in all areas that are not otherwise legally restricted, such as for health code reasons.
- _____ The animal must meet state and/or local requirements for licensing and vaccinations.
- _____ The animal must be house-broken, where applicable.
- _____ The animal must be well cared for and in good health.
- _____ The owner will be responsible for all conduct of the animal and for any damage to the premises.
- _____ The owner agrees to participate in meetings regarding complaints or concerns involving the animal.
- _____ The owner is responsible for understanding this policy as indicated in the student handbook and online. A violation of the policy is considered a conduct violation.
- _____ An animal may be excluded from the premises permanently if rules are not followed and removal is appropriate. In the case of an ESA, the determination shall be made by the Dean of Student Life / Dean of Student Affairs and/or the ADA Coordinator; in the case of an SA, the determination shall be made by the ADA Coordinator in consultation with the Dean of Student Life / Dean of Student Affairs.

Student Name (printed)

Student Signature

Date