



Section 1: General Guidelines

Emotional support animals (ESA) are not considered service animals and are not permitted in any area other than the student's on-campus residence and immediate surrounding area when taken outside for the bathroom. Students are expected as the sole caretaker of animals and no other person is permitted to care for the animal. Students with ESAs will not be permitted to live with one another.

Community Living reserves the right to not approve an emotional support animal (ESA) from housing if it

- 1) poses a direct threat to the health or safety of others
- 2) would cause substantial physical damage to the property of others
- 3) would pose an undue financial and administrative burden
- 4) results in a fundamental alteration of the College's program(s)

In addition, Community Living requires students to release the College and College employees who may come in contact with approved animals from any claims, demands, damages, right of action or causes of actions that might not otherwise accrue to the College or College employee.

Students are required to submit an ESA request and relevant documentation for each year of residency.

Section 2: Expectations of Animal Care:

- a) The student must verbally and physically control the animal at all times. The animal cannot pose a direct threat to the health or safety of others. If the owner cannot effectively control the animal or if it poses a direct threat to the health or safety of others, the permission to keep that particular animal in College Housing will be rescinded until such time that the problem is rectified.
- b) If any animal neglect is suspected, the Office of Community Living will investigate the issue and take appropriate action which could include immediate removal of the animal. The entire responsibility of the animal is taken on by the student. Care for the animal by other students is not permitted. The animal should not be left alone in the unit for extended periods of time.
- c) Animals must be housebroken or provided with a litter box/pen that is cleaned daily. Puppy pads may not be used as primary waste utility. The student is responsible for properly containing and disposing of all animal waste. Indoor animal waste must be placed in a sturdy bag and tied securely before being disposed of in outside trash dumpsters. Outdoor animal waste, such as dog feces, must be **immediately** retrieved by the owner, placed in a plastic bag and securely tied before being disposed of in outside trash dumpsters.
- d) ESAs that are commonly caged must remain in their cage **unless actively being used for comfort**; this includes rabbits, birds and other caged animals that may be ESAs. Crated animals should be in their crate when the student is not present in the unit.



- e) Routine maintenance of the animal is expected and includes flea and tick prevention, de-worming, and annual examinations/vaccinations including rabies. The Office of Community Living has the right to request updated veterinary verification of care on an annual basis at minimum.
- f) Dogs must be licensed appropriately. Animals must have a tag that identifies the owner and contact information in case of an emergency. Animals must also wear a rabies vaccination tag, if applicable.
- g) Monthly health and safety inspections will be completed in your residential space by Community Living staff.

Section 3: Expectations in Community - Roommate, Building, Campus

- a) The student is responsible for scheduling an in-person meeting with roommate(s), suitemate(s), or apartment-mate(s) and the Community Living staff in order to facilitate positive dialogue about the possibility of an ESA in their assigned living space.
- b) • Roommates will be notified about the animal. The notification will include the type of animal, size, and what functions the animal performs. Roommates may request a room change from the Office of Community Living if they have a desire to do so.
- c) Roommates, Suitemates and Apartment mates may be requested to supply a written agreement that they understand their roommate is being considered for an Emotional Support Animal and that they do not foresee any issues or concerns. They will also attest that they do not suffer from allergies.
- d) The student is responsible for assuring that the animal does not interfere with the routine of the residence or cause difficulties for students who reside in the unit. Sensitivity to residents with allergies and to those who fear animals is important to ensure a positive residential community.
- e) The student is responsible at all times for the actions of his or her animal. The student is responsible for any odors, noise, damage, or other conduct of his or her animal that disturbs others or damages the premises.
- f) The student must keep the animal on a leash/lead when the animal is in a public area e.g., common areas of a residence hall, outdoors on campus, unless the animal is required to perform a task that it could not accomplish while on a leash/lead.
- g) Emotional support animals (ESA) are only allowed in common indoor areas as needed to enter or exit the building. Emotional support animals (ESA) are not permitted in any area other than the student's room (bedroom area in apartments) and immediate surrounding area.
- h) The student is responsible for attending and controlling their animal by voice command and leash. For example, if a dog has to be "held back," it is not permitted on campus.



- i) Any time the student requires service by Facilities Operations for their apartment or room the student is required to work through Community Living to arrange a time when the student will be present. It is recommended that this time is indicated on all work orders submitted by residents in the unit.
- j) Animal waste must be disposed of properly by being bagged and discarded in college dumpsters. Improper disposal may lead to approval being revoked. This includes disposal of litter, bedding, and dog waste during walks outdoors. Puppy pads are not permitted.
- k) Animals must be properly and routinely bathed.

Section 4: Expectations of Prohibited Behavior

- a) The student is financially responsible for the actions of the animal including bodily injury, property damage, replacement of furniture, carpet (including pad and flooring), blinds, cleaning, etc. The student is expected to cover all costs of returning the unit to the same condition as upon move-in. Those costs will be put on the student's account.
- b) Renter's insurance with indemnity is required - please prepare a policy and upload a copy when asked later in this form.
- c) The Office of Community Living will inspect the residential unit on a regular basis. If fleas, ticks, or other pests are detected through inspection, the unit will be treated using fumigation methods by the college-approved pest control services. Those costs will be put on the student's account. (see pages 93, 94, and 100 of Student Handbook).
- d) The Office of Community Living has the right to reassign the student to another accommodation if care of the animal or interactions with others become a concern.
- e) If the student violates any provision of this document and any additional roommate agreements, he/she/they may be required to immediately remove the animal from College housing.