

## ***Request for Service Animal or Service Animal in Training in University Housing***

Name \_\_\_\_\_ Student ID # \_\_\_\_\_

### **PROCESS INFORMATION**

The University of West Florida is committed to providing equal opportunity to all of its programs, activities, and services, and in compliance with the Americans with Disabilities Act (ADA) as amended in 2008, Section 504 of the Rehabilitation Act of 1973, and the Fair Housing Act (HUD). A student must have accepted a Housing and Residence Life Contract to request consideration to have a Service Animal in University Housing.

This form is to request a Service Animal or Service Animal in Training, and NOT an Assistance Animal. ***What is the difference?***

- **Service Animal** As defined by the ADA, Service Animals are dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities. Examples of such work or tasks include guiding people who are blind, alerting people who are deaf, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service Animals are working animals, not pets. The work or task an animal has been trained to provide must be directly related to the person's disability and must always be with and under the control of the Eligible Person. The Service Animal may not be left unattended. Animals whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA.
- **Service Animal-in-Training (SAIT)**. A dog undergoing training by a trainer. To qualify as a service animal, a dog must already be trained. Until training has finished, a dog is considered a SAIT.
- **Assistance Animals**. As defined by the FHA, Assistance Animals are animals that work, provide assistance, or perform tasks for the benefit of a person with a disability, or animals that provide emotional support that alleviates one or more identified symptoms or effects of a person's disability. Assistance Animals perform many disability-related functions, including but not limited to guiding individuals who are blind or have low vision, alerting individuals who are deaf or hard of hearing to sounds, providing minimal protection or rescue assistance, pulling a wheelchair, fetching items, alerting persons to impending seizures, or providing emotional support to persons with disabilities who have a disability-related need for such support. Some animals, but not all, that assist persons with disabilities are professionally trained. Other assistance animals are trained by the owners themselves and, in some cases, no special training is required. The question is whether or not the animal performs the assistance or provides the benefit needed as a reasonable accommodation by the person with the disability. Assistance Animals are not considered Service Animals and are not permitted in public spaces, classroom or workplaces.
- **Emotional Support Animal**. An animal whose sole function is to provide emotional support. Emotional support animals do not qualify as service animals and are not permitted on campus except to the extent the animals are considered Assistance Animals under the FHA.

Per University Policy P-19.01-01/20

### **PROCESS FOR REQUESTING ASSISTANCE ANIMALS IN UNIVERSITY HOUSING**

The student must have accepted a Housing and Residence Life Contract to request consideration to have a Service Animal or Service Animal in Training in University Housing. These steps should be followed to request a Service Animal or Service Animal in Training:

1. The student submits the completed Service Animal Request form to Student Accessibility Resources.
2. Student submits animal records (proof of current vaccinations).
3. Student completes Service Animal Rights & Responsibilities form.

## *Request for Service Animal or Service Animal in Training in University Housing*

Name \_\_\_\_\_ Student ID # \_\_\_\_\_

### **COMPLETED FORM SUBMISSION**

The completed Request for Service Animal or Service Animal in Training in University Housing should be submitted to Student Accessibility Resources.

Via Mail:

Student Accessibility Resources  
Bldg. 21/ Room110  
11000 University Parkway  
Pensacola, FL 32514-5750

Via Fax:

850-474-2250

Via Email:

[sar@uwf.edu](mailto:sar@uwf.edu)

## *Request for Service Animal or Service Animal in Training in University Housing*

Name \_\_\_\_\_ Student ID # \_\_\_\_\_

### **COMPLETED FORM SUBMISSION**

The completed form should be completed by the student and submitted to Student Accessibility Resources.

### **STUDENT INFORMATION**

**Inquiries Regarding Service Animals.** In general, UWF will not ask about the nature or extent of a person's disability but may make two inquiries to determine whether an animal qualifies as a Service Animal. UWF may ask:

1. if the animal is required because of a disability; and
2. what work or task the animal has been trained to perform.

UWF will not make any inquiries about a service animal when it is readily apparent that an animal is trained to do work or perform tasks for an individual with a disability (e.g., the dog is observed guiding an individual who is blind or has low vision, pulling a person's wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability).

**Additional Accommodations for Service Animals.** In the event that an individual seeks an additional accommodation for a Service Animal, such as the Service Animal is needed in residence halls or office areas not open to the general public, the Service Animal must be registered as an accommodation with the appropriate office and through the same process as provided below for assistance animals. If seeking an additional accommodation, UWF does require documentation, such as proof that the animal has been certified, trained, or licensed as a service animal.

Per University Policy P-19.01-01/20

Student Name	UWF ID
UWF Email Address	
Home Address	Local Address
Home Phone	Local Phone

## ***Request for Service Animal or Service Animal in Training in University Housing***

Name \_\_\_\_\_ Student ID # \_\_\_\_\_

1. Is the animal a service animal required because of a disability?  
 No  
 Yes
  
2. What work or task has the animal been trained (or being trained) to perform?
  
  
  
  
  
  
  
  
  
  
3. Is the animal a service animal in training?  
 No  
 Yes

I understand that I will need to provide evidence that the animal is in good health (e.g. vaccination records).

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_