

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

**Assistance Animal Owner's Responsibilities**

A student who is approved for an Assistance Animal will be required to meet with Student Accessibility Resources staff to review and agree to the following requirements. Failure to follow these requirements may result in the University requesting the removal of the Assistance Animal from University housing.

An Assistance Animal must be contained within the privately assigned, student living accommodation (room, suite, or apartment), except to the extent the student is taking the animal out for natural relief. When an Assistance Animal is outside of the student's private living accommodation, the animal must be either controlled by a leash or harness or contained in an animal carrier. Assistance Animals are not permitted in any University facility, including the commons building, other than the residential building to which the student is assigned.

**Student's Responsibilities as the Assistance Animal Owner:**

- Students are only permitted one animal per documented disability need.
- The student must abide by current city, county, and state ordinances, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals. The student must know and understand these ordinances, laws, and regulations. The University has the right to require documentation of compliance with such ordinances, laws, and/or regulations, which may include a vaccination certificate or a veterinarian's statement regarding the animal's health. Cats/dogs must be spayed/neutered.
- The University reserves the right to determine if the type or size of an animal is deemed as a reasonable accommodation and not a health or safety threat.
- Assistance Animals must wear a collar (if appropriate) with a tag that includes the owner's name and contact number.
- The student is required to clean up after and properly dispose of the animal's waste in a safe and sanitary manner. If the animal is a dog, the dog must be housebroken (no training pads permitted) and kennel trained.
- In the case of an emergency, the University is not responsible for evacuating the animal.
- The University will not ask for, or require, a student with a disability to pay a surcharge or deposit for the animal to live in housing.
- The student is financially responsible for any and all actions of the animal, including but not limited to, bodily injury or property damage, such as furniture or floor coverings replacement. The student may be charged for any damage caused by the Assistance Animal that is beyond reasonable wear and tear. The student's living accommodation must be kept clean with no odors from the Assistance Animal. The student's living accommodation may be inspected for fleas, ticks, or other pests if necessary. If fleas, ticks, or other pests are detected through inspection, the living accommodation will be treated using approved fumigation methods by a University-approved pest control service. The student will be billed for the expense of any pest treatment above and beyond standard pest management in University housing. The University shall have the right to bill the student's account for unmet obligations under this provision.
- The student is responsible for the appropriate management of the animal. Disruptive and/or aggressive behavior by the animal cannot be permitted, and if it occurs, the animal may need to be removed from University housing.
- The Assistance Animal may not be left alone overnight in University housing to be cared for by another student. The Assistance Animal may not be housed in another student's living accommodation. If the student is to be gone overnight or for a prolonged period, the Assistance Animal must accompany the student or be placed with someone outside of the University.
- The student agrees to abide by all equally-applicable policies that are unrelated to the student's disability such as assuring that the Assistance Animal does not unduly interfere with the routine activities of the residence or cause difficulties for other students residing in University housing.
- The Assistance Animal is permitted in University housing only as long as it is necessary due to the student's disability. The student must notify the University, in writing, if the animal is no longer needed or is no longer in residence by emailing [housing@uwf.edu](mailto:housing@uwf.edu) and [sar@uwf.edu](mailto:sar@uwf.edu). To replace an animal, the student must submit a new request to demonstrate that the new animal is necessary due to the student's disability.
- If it is necessary for the animal to be removed from University housing premises, the student may be obligated to fulfill the Housing and Residence Life Contract obligations for the remainder of the HRL Contract term.



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- Roommates will sign a roommate agreement to ensure that there are no conflicting medical conditions (i.e. respiratory diseases, asthma, severe allergies) that would be impacted by the animal living within the residence. The University expressly reserves the right to consider the needs of both students in order to reasonably accommodate students whose disability will be impacted by living in proximity to an Assistance Animal.
- The owner must provide contact information for a minimum of two alternative caregiver/emergency contacts who will take responsibility for the Assistance Animal and remove it from campus should the owner be unable to care for it (i.e. accident, hospitalization). The caregiver/emergency contact must reside OFF campus and must be available to remove the Assistance Animal in a timely manner appropriate for the animal species and needed care. Dogs must be removed within 6 hours. All other animals must be removed in no more than 12 hours. In instances where it is determined the Assistance Animal is not being cared for, the University reserves the right to have the animal removed from University housing to ensure immediate health and well-being of the animal. The University may have an Assistance Animal removed from University housing if it is not removed in a timely manner as specified by this procedure.

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I verify that the following individuals are permitted to care for my animal in the event that I am incapacitated (i.e. accident, hospitalization, etc.).

**Contact #1:**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Contact #2:**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**I have read and understand the Assistance Animal policies above.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_