



## Office of Equity and Accessibility

### ADA Support Animal Application Packet

To request permission to have an on-campus Support Animal, read and complete this packet of forms. This is a checklist of required paperwork for a Support Animal.

Complete the following steps to apply:

- A completed ADA Application for Services submitted to the ADA Coordinator, including a
  - Letter from a health care professional indicating the need for a support animal
- This completed ADA Support Animal Application Packet including the
  - Animal Registration Form
  - ADA Services Agreement Form—Support Animal
  - Housemate Agreement Form—Support Animal
- Paperwork from the animal's veterinarian indicating that the animal is healthy and up to date on vaccines
- Copy of any license required by your state/county/municipality of residence

After your application has been submitted, you will also be required to meet with the ADA Coordinator or other Bryan College personnel and to bring your support animal to the meeting before final approval.

**Please note: You are *NOT* required to pay for a third-party Support Animal registration. Such a registration is not required and it is not legally binding. Purchase of such registration will *not* affect the application**

*Completing this application does not guarantee approval.*

ADA Coordinator Bryan College

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## **Bryan College Support Animal Policy**

The Fair Housing Act of 1988 defined "support animal" in broader terms than the ADA has defined service animals; however, the Rehabilitation Act of 1973 stated that it is a right of people with disabilities to have these animals.

In accordance with these laws, Bryan College will make reasonable accommodations for people with disabilities, and that may include having a support animal on campus. Support Animals are not Service Animals per the definitions in Title I and Title III of the ADA, but these animals do provide support for students who are being treated for various conditions. The animals provide therapeutic contact, serve as a source of companionship, and help to alleviate the effects of loneliness and depression.

Requirements for Support Animals and their student handlers:

1. The student must register with ADA Services and complete all necessary paperwork. The support animal will be listed as an accommodation if it meets the standards of serving the student therapeutically as verified by a medical professional.
2. The student will sign a list of student responsibilities at the beginning of each semester.
3. The animal must be kept in student housing and may not come to other areas of the campus, such as classrooms, the library, the chapel, the student center, etc. The animal is not allowed to be brought to College events. An exception to this rule would be only for when the animal is walked outside on grassy, paved, or concrete areas. In this case, the animal must be on leash or contained physically at all times.
4. The student must have voice control over the animal, as applicable.
5. Applicable animals must wear their vaccination and license tags at all times.
6. The animal must be clean and healthy. Veterinarian authorizations for a clean bill of health for the animal and immunization records will be required.
7. If the support animal urinates, defecates, or makes another unclean situation, the student partner must clean up the mess made by the animal and place the wrapped garbage into an appropriate waste receptacle. If the student partner cannot do the cleanup based on his disability, the student and the ADA Coordinator can discuss other accommodations to help with clean up.
8. In the event that emergency boarding is needed for the animal (such as if the student was urgently hospitalized), the ADA Coordinator will, if needed, make contact with the person listed on the ADA Support Animal Application paperwork to come to get the animal. If emergency boarding is required, the student will be financially responsible for those charges.

Bryan College reserves the right to permanently dismiss any Support Animal at any time due to inappropriate behavior or uncleanliness.

## **Bryan College Student Housing and Animals**

Bryan College housing is covered by applicable ADA laws and the Federal Housing Act. These laws mandate the acceptance of assistive animals (both service animals and support animals) in student housing. The College recognizes that these needed animals enable all students to fully participate in Bryan College's activities and programming.

In order for an animal to live with its student partner on campus, the following rules must be observed:

1. The animal must be contained within the student's living area. If the animal is taken outside of the living area, the animal must be on leash or otherwise tethered or contained.
2. The student must ensure that the animal does not interfere with the activities of other students in the housing.
3. The animals may not become the responsibility of other students.
4. The student must be responsible for all clean-up for the animal.
5. The ADA Coordinator may place reasonable restrictions on animals depending on the types of animals and their characteristics.
6. It is the student's financial responsibility for any costs related to the actions of animals - including bodily injury, property damages, pest control, and non-standard cleaning.

Also, the animals may be judged on these factors before approval of that animal would be made:

1. The size of the animal and whether it is too large for the housing space.
2. The ability of the animal to co-exist with the student's other housemates.
3. The noise that the animal makes, in regard to whether the animal violates other students' rights to peace and quiet.
4. The ability of the animal to be housebroken.
5. The animal's potential to cause fear.

Students will be required to have all housemates to sign the Housemate Agreement Form. On this form, the housemates agree to having the animal in their housing space and to behave appropriately with the animal. Examples of appropriate behavior include not startling the animal, not feeding the animal, and not distracting the animal.

Requests for assistive animals may be denied if the request places an undue financial or administrative burden on Bryan College. Also, the animal request may be denied if the situation would fundamentally alter the nature of housing at Bryan College. Lastly, the animal request may be denied if the situation causes a direct threat to those on campus.



# Office of Equity and Accessibility

## ADA Services Agreement Form- Support Animal

Student Name: \_\_\_\_\_ Student Email: \_\_\_\_\_

Name/Type of Animal: \_\_\_\_\_

By signing below, I agree to the following regarding my emotional support animal:

1. I am fully responsible for the care and control of this animal. The College assumes no financial responsibility or care of the animal.
2. I understand that the animal must stay inside of my dorm except for occasional walks on paved or grassy areas on college property. I will keep the animal on a leash or have it otherwise contained for these times outside of my dorm room. The animal is not allowed in other buildings on campus, and the animal may not be brought to Bryan College -sponsored events.
3. I understand that the animal must be housebroken. I understand that I am fully responsible for any mess made by the animal. If the animal defecates, urinates, or makes another unclean situation, I am responsible for putting waste materials in the appropriate receptacles. Cleanup for animals will include litter for cats that must be scooped and changed often.
4. I understand that the College may place certain restrictions based on the type and size of the animal as needed and as determined by ADA staff members. I understand that a notification will be placed on the building to notify students and visitors of the animals presence.
5. I understand that I must take the animal with me if I am leaving campus for a prolonged period of time. I also understand that if I must leave campus suddenly (such as if I am hospitalized) that the following local person(s) should be called to come to get my animal from Bryan College until I am able to return:

Animal Emergency Contact phone number: \_\_\_\_\_

6. I understand that I am responsible for ensuring that my animal does not interfere with the activities of my fellow housemates and does not cause disruptions for any students.
7. I understand that my animal must be in, and stay in, good health and must remain up to date on immunizations per local ordinances. Annual veterinarian visits are mandatory.
8. I understand that I must have my housemates' agreement to have the animal live with me.
9. I understand that I am responsible for all costs related to my animal. These costs may include clean up, boarding, and removal fees as needed.
10. I understand that the College may ask me to remove the animal from campus at any time if my animal causes disruptions, unclean situations, or any other problematic situation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Office of Equity and Accessibility

## HOUSEMATE AGREEMENT FORM<sup>®</sup> - SUPPORT ANIMAL

Student Housemate Name: \_\_\_\_\_ Email: \_\_\_\_\_

Student Partner of Animal: \_\_\_\_\_ Email: \_\_\_\_\_

Animal Name: \_\_\_\_\_ Animal Type: \_\_\_\_\_

Description of Animal: \_\_\_\_\_  
\_\_\_\_\_

By signing below, I agree to the following:

I understand that I will share a dorm living space with a housemate who has a Support Animal. I agree to all of the following regarding the animal:

1. I will not touch, speak to, or play with the animal without the owner's permission.
2. I will not feed the animal or do other activities that may disrupt the animal's schedule.
3. I will not startle or distract the animal.
4. I will not attempt to separate the animal from the owner.
5. I will not ask the owner about why he/she has the animal or what the disability is. I will also respect the privacy of the student and will not share information about the student or their needs or disability.
6. If I have a problem with the animal, I will discuss the issue with the owner. If we do not find a solution, I will contact the ADA Coordinator.

Housemate Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Office of Equity and Accessibility

## Animal Registration Form

Student Name: \_\_\_\_\_ Email: \_\_\_\_\_

Animal Name: \_\_\_\_\_ Date: \_\_\_\_\_

Description of Animal: \_\_\_\_\_

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State/County/Municipal License Number of Animal (if required by place of residence): \_\_\_\_\_

Vaccination History of Animal: \_\_\_\_\_

Name of Veterinarian: \_\_\_\_\_

Veterinarian's Phone Number: \_\_\_\_\_

Local Boarding Preference (if selected): \_\_\_\_\_

Local Boarding Phone Number (if selected): \_\_\_\_\_

Copy of liability insurance on file:     **Yes**     **NO**

**Please attach a signed statement regarding the health and vaccination history of the animal from the veterinarian and any licensing information to this form.**

Student Signature: \_\_\_\_\_