



**University of New Haven  
Accessibility Resources Center  
ANIMALS ON CAMPUS POLICY**

## **INTRODUCTION**

The University of New Haven ("University") is committed to ensuring that members of the University community with disabilities are able to fully and equally participate in University programs and activities. Accordingly, in accordance with the Americans with Disabilities Act ("ADA") the University of New Haven ("University") generally permits individuals with disabilities to bring Service Animals to University Property to perform work or tasks related to a disability. Additionally, Emotional Support Animals that do not qualify as Service Animals under the ADA may, in some cases, be permitted to reside in University Housing as an accommodation for a student with a documented disability.

At the same time, the University recognizes the health and safety risks potentially created by animals on campus. Accordingly, except as provided herein or as required by applicable law, animals, including pets of any kind (except fish in small tanks of five (5) gallons or less), are not permitted on University Property."

## **DEFINITIONS**

**"Service Animals,"** as defined by the Americans with Disabilities Act Amendments Act (ADAAA), are dogs 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 a dog has been trained to provide must be directly related to the person's disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA.

**"Emotional Support Animals ("ESAs)"** are animals that provide emotional support that alleviates one or more identified effects of a person's disability. An emotional support animal is not a pet. **"Owner"** refers to the individual who is assisted by a Service Animal or who has received approval to bring an ESA into University housing.

**"University Housing"** is any facility owned or operated by the University for the purpose of housing residential students, whether leased or owned.

**"University Property"** is any facility owned or operated by the University for the purpose of conducting University business, whether leased or owned.

## **SERVICE ANIMALS**

Persons with a documented disability that requires the assistance of a Service Animal are permitted to bring such animals to University Property. Service Animals may generally accompany the Owner throughout the University Property in all areas where the Owner is permitted, including in buildings,

classrooms, residence halls, dining areas, and/or recreational facilities, and at meetings, activities, and events.

The University may prohibit the use of Service Animals in certain locations due to health and safety restrictions or where the animal might be in danger, such as food preparation areas, science and research laboratories with sterile conditions, boiler rooms, and areas identified by law as inaccessible to animals. Students are strongly encouraged to register their Service Animal with the Accessibility Resources Center so that appropriate protocols may be implemented to ensure safety and accessibility.

When it is not obvious what service a Service Animal provides, the Owner may be asked (1) whether the animal is required because of a disability; and (2) what task the animal is trained to perform. The Owner need not present proof or documentation of the nature of his or her disability or the training or certification of the Service Animal.

A Service Animal must be kept on a harness, leash, or tether at all times, unless the Owner is unable to use such a tether due to a disability or the use of a tether would interfere with the animal's ability to safely and effectively perform its duties. A Service Animal must wear a leash, harness, cape, or other marker that identifies it as a Service Animal when it is on University Property. Leashing and marking requirements shall not apply when the Service Animal is within a student's immediate living quarters (e.g., inside a student's dorm room).

Any student who requires the use of a Service Animal who chooses to reside in University sponsored housing, is required to notify the Accessibility Resources Center (ARC) of the intent to live in university housing so that ARC can make appropriate arrangements regarding placement, roommates/suitemates or other required accommodations. Prospective roommates will be notified of the presence of a Service Animal in the room. All roommates or suitemates of the Owner must acknowledge in writing that the Service Animal will be in residence with them.

### **EMOTIONAL SUPPORT ANIMALS**

Students may be permitted to keep ESAs in University Housing on a case-by-case basis as a reasonable accommodation for a documented disability after prior approval.

A student seeking to keep an ESA in university housing must make a formal request through the Accessibility Resources Center ("ARC") by submitting a modified housing application ("Application"). . The Application should be submitted as early as possible (typically at least 60 days before the scheduled move-in date) to permit ARC appropriate time to gather and review all necessary documentation and make a determination as to whether the presence of the ESA is reasonable. The Application must include a completed Verification of Disability Form – ESA Requests ("Professional Provider Form"), available through ARC, (i) from a licensed healthcare provider; (ii) with whom the student has an established therapeutic relationship; (iii) demonstrating that the animal provides assistance that alleviates one or more symptoms or effects of an existing disability; and (iv) that is dated within 90 days of the date the Application is submitted.

If the third party/qualified professional returns the Professional Provider Form without sufficient information for ARC to determine whether accommodation is necessary, ARC will inform the individual of the verification's insufficiency and may request additional information, including speaking directly with the individual supplying the third-party verification of disability.

The student may also be asked to provide the following information regarding the ESA: (1) the type of

animal; (2) the name of the animal; (3) a description of the animal; (4) confirmation that the animal is housebroken; (5) the date of the animal's last medical examination; (6) the animal's vaccination history; (7) confirmation that the animal is spayed or neutered, as appropriate; and (8) the date that the animal was acquired.

Following receipt of all relevant information described herein and consideration of all relevant city, state, and local ordinances, ARC will make a determination regarding the reasonableness of the ESA request and notify the student, in writing, whether the Application has been conditionally approved or denied.

If conditionally approved for an ESA, the student must then complete an ESA Registration form including a clear color photo of the ESA and review and acknowledge this Animals on Campus Policy. Students must also submit appropriate documentation of the animal's vaccinations and health records and, for dogs, a copy of current dog license issued by the Town of West Haven. Copies of the ESA registration form and health documents will be kept on file in the Accessibility Resources Center, the Office of Residential Life and Housing, University Police, and the Facilities Department.

Approved ESAs must be housebroken and generally well-behaved so as to be suitable for communal living on campus. Generally, dogs must be at least 10 months old, and cats must be at least 6 months old. Dogs and cats must be spayed or neutered, and have received their first rabies vaccination before they can live in University housing.

Approvals are specific to the individual ESA identified on the Application. To replace an approved ESA, a student must submit a new request to ARC.

While Applications submitted after stated modified housing deadlines will be considered, late applicants risk delays or denial of their requested accommodation due to high demand for university housing and lack of available space for late applicants. Any approval under this policy is valid for one academic year. Students must notify ARC of their desire to continue utilizing this accommodation for each subsequent year by completing the modified housing renewal form by February 3 of the calendar

In the event an ESA accommodation request is approved, the Office of Residential Life will notify any current or prospective roommates and suitemates of the Owner, who must acknowledge in writing that the ESA will be in residence with them.

**ESAs are permitted in housing and adjacent outdoor areas only; they are not permitted in classrooms, dining areas, or other campus buildings.**

**Under no circumstances may a student bring an ESA onto campus prior to the individual receiving approval as a reasonable accommodation pursuant to this Policy. Any student found to have an animal that does not qualify as a Service Animal on campus prior to it being approved as an ESA is in violation of the University's Conduct Policy and will be subject to disciplinary action and required to remove the animal from campus immediately.**

Approved ESAs (caged or uncaged) must be in a crate or cage when the Owner is absent from the room (i.e. to attend class, while at a dining location, attending events or other on campus activities) and/or

when University personnel are present in the room to complete work orders

## **SERVICE ANIMALS IN TRAINING**

Connecticut law entitles any individual training a Service Animal to enter public spaces. A Service Animal in Training is not allowed in controlled spaces including classrooms, residence halls and employee work areas. The Service Animal in training must be wearing a harness or an orange-colored leash and collar. The individual training a Service Animal must be employed by or authorized to engage in designated training activities by a Service Animal organization who carries photographic identification indicating such employment and authorization, or an individual who volunteers for a Service Animal organization that authorizes such volunteers to raise dogs to become Service Animals, and causes the identification of such dog with either tags, ear tattoos, identifying bandanas (on puppies), identifying coats (on adult dogs), or leashes and collars.

## **CONFLICTING HEALTH CONDITIONS**

Students with a medical condition that may be affected by animals (for example, asthma or severe allergies) should notify ARC of any health or safety concerns related to exposure to a Service Animal or ESA. ARC may request medical documentation of the student's condition to assist in determining whether the condition is disabling and requires accommodation. ARC will make every effort to resolve any conflict in a timely manner, taking into consideration the conflicting needs and/or accommodations of each person involved.

Alternative housing or work space arrangements will be made where appropriate.

## **OWNER RESPONSIBILITIES**

1. Service Animals and ESAs must be harnessed, leashed, or tethered whenever the Service Animal or ESA is outside of the Owner's immediate living quarters. If devices interfere with the Service Animal's work or the Owner's disability prevents use of these devices,, the Owner must maintain control of the animal through voice, signal, or other effective controls.
2. The Owner is responsible for the actions of the Service Animal or ESA, including bodily injury and/or property damage caused by the Service Animal or ESA. The Owner's financial responsibility may include replacement of furniture, carpet, window, wall covering, and costs of damage to other University owned property. The Owner is expected to cover these costs at the time of repair and/or move-out.
3. The cost of care (health and safety) for the Service Animal or ESA is the sole responsibility of the Owner. In accordance with local ordinances and regulations, the Service Animal or ESA must receive all required and/or recommended immunizations against diseases. Local licensing requirements must be met if applicable. The University may request an updated verification regarding a Service Animal's or ESA's vaccinations at any time during the Service Animal's residency, but verification will at a minimum be required at the start of each year the animal is in residence. These records will be maintained in the Accessibility Resources Office and will be shared with the Office of Residential Life and University Police.
4. The Owner is to ensure that the Service Animal or ESA is not disruptive or a nuisance to members of the University community. Disruptive behavior includes loud barking or other distracting actions by the Service Animal or ESA unless said noises or behaviors are part of the service provided to the Owner. A nuisance is defined as, but not limited to, excessive noise, physical harm to humans or other animals, and destruction of property. To the extent possible, the Owner should ensure the Service Animal or ESA does not approach or sniff people, dining tables, or the personal belongings of others.

5. The Owner must take precautions to assure the Service Animal or ESA does not block any emergency exits.
6. Service Animals and ESAs must be housebroken. It is the Owner's responsibility to remove and properly dispose of the Service Animal's or ESA's waste (e.g. urine, excrement, fur, etc.), which must be placed in a sturdy plastic bag before disposal, and must be disposed of in an outside trash receptacle. If the Owner is not physically able to clean up after the Service Animal or ESA, then the Owner must hire and pay someone who is physically able to perform this service. The Owner should keep the Service Animal or ESA from urinating in gardens or cultivated areas of the campus.
7. If the Service Animal or ESA resides in University housing, the Owner will provide emergency contact information for an individual should the Owner be unable to care for the Service Animal or ESA at any time. A current University student or University personnel (unless the university personnel are the parents/guardians of the student) are not appropriate choices for an emergency contact and will not be permitted. If a Service Animal or ESA resides in University housing, the Accessibility Resources Center will share a copy of the emergency contact information with the Dean of Students, the Office of Residential Life and the University Police Department.
8. If a Service Animal or ESA that resides in University housing is no longer needed or no longer in residence, the Owner must notify ARC and the Office of Residential Life.
9. The Service Animal or ESA cannot pose a direct threat to the health or safety of others. If the Service Animal or ESA is deemed to pose a physical threat to others, actions will be taken to remove it from university property.
10. If it is suspected that a Service Animal or ESA is being neglected, mistreated, or has been abandoned, the University may contact the animal control division of the West Haven Police Department. The Service Animal or ESA should not be left alone for unreasonably long periods of time.
11. Routine care for the Service Animal or ESA is expected for health and safety reasons, and includes, as applicable, flea and tick prevention, de-worming, routine vaccinations, bathing, and annual examinations by a veterinarian.
12. From time to time, the University may use pesticides, pest control devices, de-icing materials, cleaning supplies, and other materials for the maintenance and operation of university housing. The University is not responsible/liable for harm to a Service Animal or Approved ESA permitted to reside with an Owner in University housing. The University may make an effort to notify students in advance so that if the student feels the need to remove or otherwise protect their Service Animal or ESA, they may do so.
13. Service Animals and ESAs may not be left overnight in student housing without the Owner being present. Service Animals and ESAs must be taken with the Owner if the Owner leaves campus overnight. Violations will be adjudicated through the University's disciplinary system. The Owner must make proper arrangements for the care of a Service Animal or ESA while the residence halls are closed for breaks. The need to care for a Service Animal or ESA is not on its own a valid reason for permission to stay on campus over a break or any other period when University housing is closed.

**REMOVAL OF ANIMALS FROM CAMPUS**

Service animals and ESAs may be removed from University of New Haven premises under the following circumstances:

1. The Service Animal or ESA is not housebroken.
2. The Service Animal or ESA is out of control and the Owner does not take effective action to control it. If improper animal behavior occurs repeatedly, the Owner may be prohibited from bringing the Service Animal or ESA into any University facility until the Owner can demonstrate that he/she has taken significant steps to mitigate the behavior.
3. The Service Animal or ESA demonstrates a direct threat. An Owner may be directed to remove a Service Animal or ESA that University of New Haven determines to be a substantial and direct threat to the health and safety of individuals. Any Service Animal or ESA that displays vicious behaviors toward other students, staff, or guests, may be barred from campus.

*The University reserves the right to amend these guidelines at any time as circumstances require.*

**By my signature below, I verify that I have read, understand, and agree to abide by the Animals on Campus Policy.**

\_\_\_\_\_  
Handler’s Signature (Required even if under 18 years old)

\_\_\_\_\_  
Date

**If Owner is under 18 years old:**

I, \_\_\_\_\_, am the parent or legal guardian of the Owner. I have  
(Please Print)  
read, understand, and agree to the Animals on Campus Policy.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
ARC Staff Signature

\_\_\_\_\_  
Date

## Service Animal or ESA Emergency Contact

Student Name \_\_\_\_\_

Residence Hall/Room (If Applicable) \_\_\_\_\_

Service Animal or ESAs Name \_\_\_\_\_

Breed (if applicable) \_\_\_\_\_ Coloring/Markings \_\_\_\_\_

Age \_\_\_\_\_ Weight \_\_\_\_\_ Gender \_\_\_\_\_ Spay/Neuter \_\_\_\_\_ ( ) yes ( ) no

License (if applicable) \_\_\_\_\_

### Emergency Contact Information:

Name: \_\_\_\_\_

Relationship to Handler: \_\_\_\_\_

Phone number: \_\_\_\_\_