



Maintaining a Service or Emotional Support Animal in University Housing

Service animal and emotional support animal (ESA) partners are responsible for upholding the following:

- Service animals and ESAs must at all times be under control by the partner.
- The care, supervision, and well-being of a service animal/ESA is the sole responsibility of the partner. The animal and their living space must be maintained in ways that do not create health or safety hazards for others.
- All service animals/ESAs must have all veterinarian-recommended vaccinations to maintain the animal's health and prevent contagious diseases. Documentation of vaccinations is due at the time of approval. The university reserves the right to request an updated verification at any time during the animal's residency.
- Animals must at all times be in previously agreed-upon designated areas. For service animals, this is anywhere except for a limited number of hazardous areas, outlined in the *Service and Support Animal Policy*. For ESAs, this is only in the individuals' living area, and outdoor spaces for natural relief and necessary exercise.
- Partners are responsible for maintaining the health and cleanliness of their service animal/ESA and avoiding significant odors and shedding.
- Partners are responsible for cleaning up after their service/support animals' waste. Persons who are not physically able to pick up and dispose of waste are responsible for making all necessary arrangements for assistance. Academy of Art University is not responsible for performing this task.
- Indoor service animal/ESA waste must be placed in a sturdy plastic bag and tied securely before being disposed of in outside trash dumpsters. Litter trays should be placed on mats so that waste is not tracked onto carpeted surfaces or furniture owned by the University.
- When the partner approved for an ESA leaves the room, the ESA must be confined in a safe and appropriate enclosure (e.g., crate, cage, kennel, tank, terrarium). AAU staff has the right to inspect the enclosure for the animal to ensure it is present and is the appropriate size and type of enclosure needed for the animal.
- ESAs are not permitted to stay on campus overnight without the partner. The ESA must be taken by the partner when they will not be on campus overnight.
- ESAs are approved for one academic year. (The fall semester marks the beginning of an academic year). Students must resubmit a request for an ESA prior to the start of each academic year.

- Partners are responsible for any property damage/injury caused by their animals; in the same way they would be responsible if the damage/injury occurred from their own actions.
- All roommates or suitemates of the partner must sign an agreement allowing the service animal to be in residence with them. In the event that one or more roommates or suitemates do not approve, either the partner and animal or the non-approving roommates or suitemates, as determined by the Housing Office, may be moved to a more suitable location.

Student Partner Signature

Date