Owner Responsibilities for Assistance Animals in Campus Housing

The following responsibilities and guidelines apply to all Assistance Animals (Service Animals and Emotional Support Animals) and their Owners, unless the nature of the documented disability of the Owner precludes adherence to these guidelines, and permission for a variance from the guidelines has been granted. Reasonable accommodation which may constitute an exception to a policy that otherwise would prohibit having an animal does not constitute an exception to any other policy, including housing policies. In addition to the responsibilities outlined below, Wofford College may place other reasonable conditions or restrictions on the animal depending on the nature and characteristics of the animal. The Office Residence Life may relocate the Owner and Assistance Animal as necessary.

Care and Supervision

- An Assistance Animal is the sole responsibility of the Owner. The animal must accompany the Owner off campus if the student leaves campus for a period of time exceeding 48 hours. In the event that another individual is temporarily caring for the Assistance Animal on campus, the Owner remains responsible for the behavior of the animal.
- Wofford personnel and students are not required to provide care, food, or emergency evacuation assistance for any Assistance Animal. Emergency personnel will determine whether to remove the Animal from the residence and may not be held responsible for the care, damage to or loss of the Animal.
- When an animal is outside of its approved privately assigned residential area, it must be controlled by a leash or a crate/carrier unless it would interfere with a Service Animal’s ability to be of service.
- When the Owner is notified that College personnel will enter the residence, the Owner must either be present or restrain the Animal in a crate/carrier away from the area that requires maintenance.
- The Owner is responsible for assuring that the Assistance Animal does not unduly interfere with the routine activities of the residence hall or cause difficulties for students who reside there.

Health and Safety

- The Owner is required to clean up after and properly dispose of the Animal’s waste in a safe and sanitary manner.
• Assistance Animals must be housebroken, as developmentally appropriate. The College may require the Owner to provide an attestation that housetraining has at least started for dogs and cats under 12 months old.

• The Animal must be immunized against diseases common to that type of Animal, in accordance with local ordinances. Dogs must have an up-to-date rabies vaccination and wear a rabies vaccination tag at all times. Cats should have the normal shots required for a healthy animal.

• The Owner must comply with animal licensing requirements for the City of Spartanburg. The College reserves the right to request documentation of licensing.

• Aggression of an Assistance Animal will not be tolerated. Allegations of aggression will be investigated and decisions to remove the Animal will be considered based on the behavior of the particular Animal at issue and not on speculation or fear about the harm or damages an animal may cause.

Financial Responsibilities

• The Owner is financially responsible for the actions of the animal as well as expenses incurred, above and beyond normal wear and tear to College premises, related to property damage, cleaning, and pest control. The College reserves the right to bill the Owner’s student account for financial obligations.

• The Owner is responsible for all costs related to the animal’s care, including but not limited to, food, medications, veterinarian visits, licensing fees, and comfort accessories.

• The Owner is responsible for any bills or expenses related to the Assistance Animal causing bodily injury or harm to other campus community members.

• Should the Assistance Animal be removed from the premises for any reason, the Owner is expected to fulfill his/her housing obligations for the remainder of the housing contract.

Grounds for Removal of an Assistance Animal

The College may require the individual to remove the animal from campus housing in the following circumstances:

• The Animal poses a direct threat to the health or safety of others or causes substantial property damage to the property of others.

• The Animal’s presence results in a fundamental alteration of a College program.

• The Owner does not comply with the Owner’s responsibilities set forth above.

• The Animal or its presence creates an unmanageable disturbance or interference with the College community.

• There are signs of abuse and/or neglect towards the Animal.
Any removal of the Animal will be done in consultation with the Office of Accessibility and Counseling Services personnel and may be appealed to Wofford’s ADA coordinator.

Assistance Animal Owner Agreement

By my signature below, I, ___________________________________, verify that I have read, understand, and will abide by the requirements outlined in the Wofford College’s Guide to Accessibility Services (the “policy”) and Owner’s Responsibilities for Assistance Animals in Campus Housing. I agree to provide any additional information needed to process my request for an Assistance Animal in campus housing.

I furthermore give permission to the Office of Counseling and Accessibility Services to disclose to others impacted by the presence of my Assistance Animal (e.g., Residence Life staff, potential and/or actual roommate(s)/neighbor(s)) that I will be living with an animal as an accommodation. I understand that this information will be shared with the intent of preparing for the presence of the Assistance Animal and/or resolving any potential issues associated with the presence of the animal.

I further recognize that the presence of an Assistance Animal may be noticed by others visiting or residing in College housing and understand that staff may acknowledge the presence of the animal and explain that under certain circumstances Assistance Animals are permitted as accommodations for persons with disabilities.

____________________________________
Owner’s Name

____________________________________            __________________________
Owner’s Signature            Date

____________________________________
Accessibility Services Representative

OR

____________________________________
Residence Life Representative
Assistance Animal Emergency Contact Information

If the Owner is not able to retrieve or care for the Assistance Animal due to a medical emergency, we ask that at least one emergency contact be provided.

I, ________________________________, give permission to the Office of Counseling and Accessibility Services to contact the individual(s) below who have agreed to be responsible for caring and/or retrieving my Assistance Animal - with the assistance of Residence Life staff - in case of emergency. By providing this contact information, I am verifying that I have spoken to the individuals listed and they understand and agree to retrieve the animal in case of emergency.

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