

Emotional Support Animal Checklist

This checklist must be completed with a representative from Disability Services or Student Life. Please read and initial each statement below.

___ The care of the animal is the sole responsibility of the person who benefits from the animal. The university is not responsible for the care or supervision of emotional support animals. The student is responsible for the cost, care, and supervision of emotional support animals including but not limited to:

- compliance with any laws pertaining to animal licensing, vaccination, and identification;
- keeping the animal under control and taking effective action when it is out of control;
- feeding, watering, and walking the animal; and
- cleaning and properly disposing of all waste.

___ Emotional support animals are not permitted outside of the student's dwelling unless permission has been granted by the university. In such instances, the emotional support animal must be kept under control by a leash, harness, or tether.

___ The student who resides with an emotional support animal must adhere to all Housing policies regarding noise, safety, disruption, cleanliness, et cetera. An animal may be removed if it howls, yelps, barks, meows, or makes any sound as to reasonably disturb any person or if it attacks or injures others without aggressive provocation.

___ The student is responsible for ensuring the animal does not unduly interfere with the routine activities of the residence hall or cause difficulties for students who reside there. Sensitivity to students with allergies and to those who fear animals is important to support a healthy residential community.

___ The emotional support animal must be house-trained, and waste may only be disposed of in outside commercial garbage dumpsters. Waste must be removed immediately from grass, dirt, or other grounds and must be placed in an impermeable container prior to disposal. The student is required to keep appropriate cleaning materials and waste bags in their possession when the animal is present on university property.

___ Litter boxes and animal habitats must be cleaned frequently and kept from odor. Litter boxes should be placed on mats on tile or vinyl bathroom floors so that feces and urine are not tracked onto carpeted surfaces. Disposal of cat litter by flushing it down toilets, sinks, or any other plumbing fixture is prohibited, including litter marketed as "flushable". If the animal has an accident indoors, it is the student's responsibility to immediately and appropriately clean up.

___ Animals may not be left alone when the person is traveling, including weekend trips and break periods, and must be crated as appropriate for the animal when the student is not in the residence. An acceptable period of time for the animal to be left alone is ___ hours. This time has been determined by the student in conjunction with Housing and Disability Services staff.

___ The student must provide a current photo of the emotional support animal and provide additional information about the animal (breed, age, sex, color, weight, etc) to remain on file in the Department of Disability Services.

___ The student is responsible for ensuring all vaccinations are completed and documented. Proof of vaccination must be provided initially and on an annual basis. The

university reserves the right to request an updated vaccination record at any time during the animal's residency.

___ All animals must be kept clean and free of parasites. Animals must be cleaned and dried from walking in the rain or mud before entering the residence hall. Animals must be groomed regularly as recommended by a licensed veterinarian.

___ All city ordinances must be followed and proof of city registration of animal must be provided upon the initial request. The animal should wear a tag at all times, which states the animal's name and the student's cell phone number.

___ The student will be held financially responsible for all damages in the living unit including and not limited to pest control, deep cleaning and odor reduction, stain removal, and damage to all property of others or the university.

___ The student must be present as requested for preventative and routine maintenance, for residence life health and safety inspections, and for any other purposes that require staff to enter the private living areas of the dwelling as determined by the Department of Student Life. An exception may be made in cases of emergency as determined by the Department of Student Life.

___ The student must notify the department of Disability Services in writing if the animal is no longer needed as an emotional support animal or is no longer in residence. The student must file a new request to replace an animal with a different animal.

Statement of Acknowledgement

By my signature below, I verify that I have read the requirements for requesting approval for an emotional support animal as well as the emotional support animal checklist. I agree to comply with all requirements and standards. I understand that violation of these requirements and standards may result in immediate removal of the animal from Point University housing. If this occurs, I understand I have a right to appeal the decision, but if the decision is ultimately that the animal must be removed I am still required to fulfill my housing obligation per my housing contract. I give permission for Department of Disability Services to disclose the presence of the emotional support animal to university staff or others who may be impacted by the animal on a need to know basis. I understand this information will be shared with the intent of preparing for the presence of the emotional support animal and/or resolving any potential issues associated with the presence of the emotional support animal in university housing.

Student Name (please print): _____

Student Signature: _____

Date: _____