



## ***Guidelines for Emotional Support Animals***

Hope College is pleased to provide these guidelines to individuals using Emotional Support Animals (ESA) on our campus.

While legal access rights are afforded to individuals of Emotional Support Animals, with that comes the responsibility of ensuring that the animal behaves and responds appropriately at all times, and must adhere to the same socially accepted standards as any individual in the college community. This policy addresses those standards expected of both the individual and the animal. At Hope College the individual and the College have responsibilities to ensure the success of using an Emotional Support Animal.

### **Requirements of Emotional Support Animals and Their Owners:**

*Identification and Other tags:* The animal must have tags or some other method of indicating ownership and rabies clearances.

*Health and Vaccinations:* The animal must be clean and in good health. All animals on campus must have an annual well care visit with a licensed veterinarian. They must have had a general maintenance vaccination series appropriate to the species. All vaccinations must be current and applicable animals must wear a current rabies vaccination tag. Proof of vaccinations and good health letters from the animal's veterinarian must be filed with the Office of Disability Services annually.

*Ill Animals:* A person with an ill animal may be asked to remove the animal from college facilities.

*Grooming:* The animal must be well groomed, and measures should be taken at all times for flea and odor control. College housing facilities and bathrooms cannot be used for animal bathing or grooming.

*Physical control:* The student with an ESA must be in full control of the animal at all times. The care and supervision of the animal is the sole responsibility of its owner. The animal must be maintained and used at all times in ways that do not create safety hazards for other persons. When ESA animals are left unattended in a student's room, they are required to be kenneled or restrained with a tie down. It is the responsibility of the owner to ensure that others are not disrupted by an unattended animal (e.g. no vocalizing).

*Campus property Responsibility:* The owner of the animal is financially responsible for the actions of the animal including bodily injury or property damage including, but not limited to, any replacement of furniture, carpet, wall coverings, etc. This could include extensive damage to floors and carpets from animal paws which are not kept clean. The owner is expected to cover any costs upon repair and/or cleaning. The owner could be asked to move out if the damage is deemed excessive and/or the result of negligence. Then any costs incurred for cleaning above and beyond a normal cleaning or repair are assessed after vacating the premises.

*Cleanup:* When applicable, the owner of the ESA is responsible to remove their animal's feces from their designated relief area. Always carry equipment and bags sufficient to clean up the animal's feces and properly dispose of the feces in a prearranged container. If the animal is litter trained, the owner must dispose of the contents of the litter box regularly and in a designated container.

*Registration Required:* All ESAs must be registered with Disability Services. Failure to register or maintain an animal, as required above, may subject the partner/handler to fines or refusal by the College for the animal to remain on campus.

*Inspection of student's residence:* The owner's room may be inspected for fleas, ticks, or other pests as needed. The room will be treated if fleas, ticks, or other pests are detected, and the owner will be billed for the inspection and for pest treatment.

*Roommate approval:* If there is a roommate, that individual must sign an agreement allowing the ESA to be in residence with them. In the event of disapproval, either the owner and the animal or the non-approving roommate may be moved to a more suitable location.

*Residential Policies:* The owner agrees to all other residential policies. An exception to the animal policy does not constitute an exception to any other policy.

### **Agreement between the Student and the College**

By my signature below, I verify that I have read, understand, and will abide by the guidelines outlined here and I agree to provide any additional information required to complete my Emotional Support Animal request.

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Name – please print

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Signature

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Date



# Hope COLLEGE

## Care Plan for Emotional Support Animals

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Student requesting emotional support animal \_\_\_\_\_

Species of Animal (dog, cat, etc.) \_\_\_\_\_

Breed of Animal \_\_\_\_\_ Sex of Animal: Male \_\_\_ Female \_\_\_

Name of Animal \_\_\_\_\_

Student's Campus Address \_\_\_\_\_

Cell Phone # \_\_\_\_\_

Requirements the student must agree to are:

1. Register with the Office of Disability Services.
2. Request for Accommodations form completed by physician.
3. Provide a letter from physician prescribing the need for the emotional support animal.
4. Provide a letter from veterinarian stating that the emotional support animal is healthy.
5. Emotional support animal immunization records must be filed with Disability Services annually.
6. When the student is out of their room, the emotional support animal will be left in their room in its kennel or confining environment.
7. Dogs as emotional support animals must be "house broken" and cats as emotional support animals must be litter box trained. Other smaller animals (i.e. gerbils, rabbits, guinea pigs etc.) are not to be left running loose in the student's room.
8. Emotional support animals will not leave the student's room except for trips outside to visit relief area or to take the emotional support animal for a walk.
9. The emotional support animal will not go to classes or accompany the student in academic or administration buildings.
10. When the student leaves campus for weekends, breaks, or any other lengthy period of time the emotional support animal will go with the student.
11. The emotional support animal will have fresh water and appropriate food on a daily basis.
12. Any biting or other aggressive behaviors on the part of the emotional support animal will not be tolerated. This behavior could result in the removal of the emotional support animal from the Hope College campus.

- 13. The student is liable for injuries inflicted to other individuals on campus.
- 14. The student is responsible for keeping their emotional support animal from disturbing roommates or other people in their residence halls (i.e. barking, excessive noise, etc.).
- 15. The student is responsible for any damage their emotional support animal does to any college property.
- 16. If issues arise, the student should contact their resident Director or Disability Services (Louise Shumaker, Director of Disability Services, 616-403-2977)

**SIGNATURES**

\_\_\_\_\_  
Director of Disability Services

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Residential Life

\_\_\_\_\_  
Date

\_\_\_\_\_  
Therapy Animal Owner

\_\_\_\_\_  
Date