

Service and Emotional Support Animal Policy – Students and Residential Visitors

Students and residential visitors that are approved by the Goldman Center for Student Accessibility to have a Service Animal or an Emotional Support Animal/Assistance Animal on campus will be contacted by Housing and Residence Life to obtain the following information:

- Animal Type/Breed Information
- Vaccination Records
- Photo for identification purposes

Housing and Residence Life will work with students and visitors approved for animals to find a suitable housing assignment if their current assignment is problematic. Students and visitors with approved animals may NOT pressure roommates/suitemates to move out in any way.

Community Responsibilities

- Community members may disclose to other residents that an Assistance Animal resides in this hall/floor and has been approved for disability-related reasons.
- Community members are to allow a Service Animal to accompany its owner at all times and in all places on university property except where animals are prohibited or where the animal's presence may cause health and safety concerns.
- Community members are not to touch or pet a Service or Assistance Animal unless invited to do so.
- Community members are not to feed a Service or Assistance Animal.
- Community members are not to deliberately startle a Service or Assistance Animal.
- Community members are not to separate or to attempt to separate an owner from their Service or Assistance Animal.
- Community members may not inquire about the details of the owner's disabilities for Service Animals or require the owner to demonstrate the work or task the animal is trained to perform. The nature of a person's disability is a private matter.
- Individuals who have concerns about a Service or Assistance Animal may contact Tulane University Police Department, the Goldman Center for Student Accessibility, or the Executive Director for Campus Accessibility & ADA/504 Coordinator.

Owners Responsibilities

- Approved owners may only have 1 animal, unless otherwise approved.
- The owner is responsible for ensuring that the Service Animal does not unduly interfere with the routine activities of the work environment, classroom, residence or cause difficulties for others that cannot be reasonably accommodated. This obligation applies to the owner of an Assistance Animal in residence. The owner must always be in control of the Animal.
- The owner is financially responsible for the actions of the Animal, including bodily injury or property damage. The owner is encouraged to secure adequate liability insurance coverage. The owner's responsibility includes but is not limited to replacement of furniture, carpet, windows, wall coverings, and the like. The owner is expected to bear the costs of the repair at the time of repair.
- In cases of residence halls, the owner is responsible for any expenses incurred in cleaning (above and beyond a standard cleaning) or for repairs to University premises that are assessed after the student and Animal vacate the residence. The University shall have the right to bill the student owner's student account for unmet obligations.
- The owner must confine the Emotional Support/Assistance Animals to their room. These animals are not allowed in common or shared spaces. An Assistance Animal may only pass through common hallways when being taken directly outside of the building. This rule does not apply to Service Animals.
- The owner is responsible for ensuring the cleanup of the Animal's waste, and, when appropriate, must toilet the Animal in areas designated by the University. Indoor Animal waste, such as cat litter, must be placed in a sturdy

plastic bag and securely tied up before being disposed of in outside trash dumpsters. Litter boxes should be placed on mats so that waste is not tracked onto carpeted surfaces. Litter boxes must be regularly cleaned.

- The owner must secure all food in tight containers to minimize attracting pests, mosquitos or rodents. All food product disposal must be done in secure plastic and deposited into outdoor receptacles identified by the maintenance department.
- The owner is responsible for the overall health and well-being of the Animal, including compliance with all Louisiana state and local laws concerning animals (e.g., registration, vaccinations, and tags) as well as annual documentation of the health of the animal from a licensed veterinarian. Such documentation must be on file with Housing and Residence Life.
- The owner's residence may be inspected for fleas, ticks or other pests once a semester or as needed. If such pests are detected through inspection, the residence will be treated using approved fumigation methods by a University-approved pest control service. The owner will bear the expense of any such treatment.
- Service or Assistance Animals may not be left unattended in or on any university property, other than Assistance Animals kenneled or crated in an individual's university housing for a reasonable period of time. Animals must be taken with the owner if the owner leaves campus for a prolonged period of time. (Depending on the type of species, the University may determine what constitutes reasonable or prolonged time periods).
- No Animal may be left overnight in the residence unaccompanied by the Individual with a Disability or his/her owner.
- No owner may request other students/residents/employer to care for the Animal.
- The owner agrees to abide by all other residential policies. An exception to the no-animals policy does not constitute exception to any other policy.
- The University reserves the right to deny access to campus, or remove from campus, any Service or Assistance Animal if:
 - o (For Assistance Animals), the owner has failed to obtain approval to have an Assistance Animal in residence;
 - o The Animal is out of control and its owner does not take action that is effective to control it;
 - o The Animal is not housebroken (i.e., cannot control waste elimination);
 - o The Animal poses a direct threat to the health or safety of others that cannot be eliminated or reduced to an acceptable level by a reasonable modification to other policies or procedures;
 - o The Animal presents a legitimate risk to the safe operations of the University's programs, activities or services; or
 - o The owner fails to comply with his/her responsibilities under this policy.
- The owner must update Housing and Residence Life with new information if they change Animals at any point so that HRL can collect the information on the new Animal.
- The owner must have an evacuation plan for their Emotional Support/Assistance Animal, as these Animals will not be permitted on to evacuation buses. This does not apply to Service Animals.

Tulane retains the right to relocate the owner and approved Animal as necessary. The owner will be responsible for all costs associated with the removal of the Service or Assistance Animal. Should an Assistance or Service Animal be removed from on-campus housing for any reason, the owner is expected to fulfill their housing obligations for the remainder of the housing contract.

Any violation of the above rules or incidence of other violations may result in immediate removal of the Animal from the University and, if appropriate, referral to Human Resources or the Office of Student Conduct for disciplinary action. Owners of Animals that are impounded are responsible for the payment of any impound and/or any fees required to secure the release of their Animals.

If a Service or Assistance Animal is banned from campus, the Individual with a Disability will have the right to engage in a deliberative process to determine if effective participation can occur with other appropriate accommodations. If an Individual with a Disability believes that they have experienced discrimination or retaliation based on their disability, they may contact the Executive Director for Campus Accessibility & ADA/504 Coordinator to file a grievance.