



RLOP: 11

ASSISTANCE OR SERVICE ANIMALS

Scope: Residential Life

Issued : February 15, 2016

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I. Overview of Process

In order to be in compliance with the policy, a resident must complete the following steps prior to the animal being present within a Residential Life community:

For Assistance animals all steps must be completed.

For Service animals the resident completes the *RLOP 11* packet (*Registration Form, Roommate Agreement, and Veterinarian Verification Form*) and has to complete steps 6 through 8.

1. Resident registers with Disability Services.
 - a. Disability Services may be contacted via email at disability@lsu.edu or via telephone at 225-578-5919.
2. Resident requests accommodation through Disability Services.
3. Resident meets with Disability Services.
4. Resident receives accommodation decision from Disability Services.
 - a. If approved for Service or Assistance Animal, resident completes *RLOP 11* packet (*Registration Form, Roommate Agreement, and Veterinarian Verification Form*).
 - b. If not approved, excluding outdoor community areas, an Assistance Animal is not permitted in other facilities of the University (e.g. dining facilities, libraries, academic buildings, athletic buildings and facilities, classroom, labs, individual center, etc.)..
5. Disability Services informs Residential Life of the accommodation.
 - a. Information is posted on the shared drive by Disability Services.
 - b. Associate Director for Occupancy Management or designee contacts the resident to schedule a meeting
 - i. Associate Director or designee reviews *RLOP 11* with the resident.
6. Residential Life collects the completed *RLOP 11* packet and initiates the approval process.
7. After approval Associate Director or designee informs Residential Life staff members and Student Partner of the approval of the animal.
8. Animal is permitted within Residential Life communities only after approval of the request.
 - a. Residential Life staff responsible for the community will be notified via email.

- b. A decal will be located on the Students Partner’s door indicating the approved presence of a Service or Assistance animal.

II. PURPOSE

Residential Life is committed to providing access to housing and programs. This policy establishes the process and procedures to enable students with a disability to reasonably introduce their assistance or service animal into the housing community. It establishes requirements for animal behavior, animal health and well-being, and animal cleanliness. Students must submit the complete packet of information (*Registration Form, Roommate Agreement, and Veterinarian Verification Form*) for approval consideration a **minimum of 30 days prior to move-in day** for the semester in which the Assistance or Service animal will arrive to campus. The approval process can take up to two weeks. Your animal is not allowed on campus until you receive official approval from Residential Life. Updated forms are to be submitted within 24 hours of any change in the information about the animal.

Policy

This policy applies to all students, live-in staff and their assistance or service animal that resides, or is seeking to reside, in the residential facilities of Louisiana State University (hereinafter “University”).

Terms

“**Assistance Animal**” will be used in accordance with the Fair Housing Act (FHA) and will be considered synonymous with the following terms often used in referring to an assistance animal: Comfort Animal, Companion Animal, Emotional Support Animal, Support Animal, Therapy Animal, etc.

“**Emotional Support Animal**” will be used in accordance with the Fair Housing Act (FHA) and will be considered synonymous with the following terms often used in referring to an emotional support animal: Comfort Animal, Companion Animal, Support Animal, Therapy Animal, etc. For purposes of this policy, an Emotional Support Animal will be referred to as an Assistance Animal throughout this document.

“**Service Animal**” will be used in accordance with the Americans with Disabilities Act (ADA) as amended.

Guide	Service Animals	Assistance Animal
Federal Mandate:	ADA	FHA
Emotional Support Coverage:	Excludes Emotional Support	Includes Emotional Support
Where can you take the animal?	All-Campus	Housing Only
Reason for animal:	Access	Reasonable Accommodation
Is Approval Necessary:	Automatically Allowed	Approval Needed
Type of Animal Allow:	Dogs	All Animals

Note: Emotional distress resulting from having to give up an animal because of a “no pets” policy does not in and of itself qualify a person for an accommodation. Appropriate documentation of a disability is required.

II. DEFINITIONS

“Disability”: The term "disability" means, with respect to an individual, a physical or mental impairment that substantially limits one or more major life activities of such individual; a record of such an impairment; or being regarded as having such an impairment. (42 U.S.C.A. § 12102)

Major Life Activities includes, but is not limited to:

Caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. A major life activity also includes the operation of a major bodily function, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

“Being regarded as having such an impairment”:

An individual meets the requirement of "being regarded as having such an impairment" if the individual establishes that he or she has been subjected to an action prohibited under this chapter because of an actual or perceived physical or mental impairment whether or not the impairment limits or is perceived to limit a major life activity.

Impairments that are transitory and minor do not qualify. A transitory impairment is defined as an impairment with an actual or expected duration of 6 months or less.

“Assistance Animal”: Animals that work, provide assistance, or perform tasks necessary to afford an individual with a disability an equal opportunity to use and enjoy a dwelling or to participate in the housing service or program; or animals that provide emotional support that alleviates one or more identified symptoms or effects of a person’s disability. (Source: U.S. Dep’t of Housing & Urban Dev., HUD Handbook 4350.3: Occupancy Requirements of Subsidized Multifamily Housing Programs (2009)).

Further, there must be a relationship, or nexus, between the individual’s disability and the assistance the animal provides. The individual with a disability may be permitted to keep an Assistance Animal as a reasonable accommodation in housing facilities that otherwise impose restrictions or prohibitions on animals.

In order to qualify for such an accommodation, the Assistance Animal must be necessary to afford the individual an equal opportunity to use and enjoy a dwelling or to participate in the housing service or program.

An Assistance Animal is not a Service Animal and unlike a Service Animal, an Assistance Animal does not require training to assist a person with a disability with activities of daily living.

“Service Animal”: Any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability (there is a separate provision regarding miniature horses). The work or tasks performed by a Service Animal must be directly related to the resident student’s disability.

Examples of work or tasks include, but are not limited to:

Assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition. (28 C.F.R. §36.302(c)).

“Pet”: A domesticated animal kept in the home for pleasure and companionship, rather than for the purpose of assisting persons with disabilities. A pet is not considered a Service Animal or Assistance Animal, and, therefore, is not covered by these requirements and related policies. (24 C.F.R. § 5.306(1))
Residents are not permitted to keep pets on university property or in university housing.

“Student Partner”: As referenced in this Policy, refers to the individual who benefits from the Assistance Animal's use or Service Animal's training.

“Handler”: Refers to the student partner of the Assistance or Service Animal as well as any other person who is charged with control of the Assistance or Service Animal, e.g., a guest or personal care attendant.

III. APPROVAL AND REGISTRATION PROCESS

A Service Animal may reside in a University Residence Hall/Apartment with its student partner provided that its behavior and care does not create unreasonable disruptions for residents, employees, and other University community members. Disruptions, including noise levels, will be addressed by Residential Life staff in the same manner as with all students. A service animal is permitted in all areas of the University where the person it serves is permitted.

An Assistance Animal may reside in a University Residence Hall/Apartment with its student partner only after the student partner has received approval by LSU's Department of Disability Services and LSU's Department of Residential Life provided that its behavior and care does not create unreasonable disruptions for residents, employees, and other University community members. Disruptions, including noise levels, will be addressed by Residential Life staff in the same manner as with all students. Excluding outdoor community areas, an Assistance Animal is not permitted in other facilities of the University (e.g. dining facilities, libraries, academic buildings, athletic buildings and facilities, classroom, labs, individual center, etc.).

Pets and any dangerous, poisonous, unregistered, unlicensed, and/or illegal animals are not permitted. Fish in aquariums of 20-gallon capacity or less are allowed in accordance with the Living on Campus Handbook.

Service Animal Approval and Registration:

The presence of a Service Animal on campus does not need approval, as long as it is readily apparent that the dog is trained to do work or perform tasks for the benefit of an individual with a disability. To reside in student housing, the dog must be approved by and registered with the Department of Residential Life provided that its behavior and care does not create unreasonable disruptions for residents, employees, and other University community members. The student partner is still required to complete the required forms outlined below.

Residential Life may consider the following factors, among others, to assist in housing assignments, and as evidence to determine whether the presence of the Service Animal is appropriate in on-campus housing.

1. The size of the animal is too large for available assigned housing space;
2. The animal's presence would evict another individual from individual housing (e.g., a student with a disability resulting from severe allergies with established accommodations for the condition in place.);
3. The animal is not housebroken or is unable to live with others in a reasonable manner;
4. The animal's vaccinations are not up-to-date;
5. The animal poses or has posed a direct threat to the student partner or other individuals, including but not limited to, aggressive behavior, which may or may not include personal injuries, toward the student partner or others.
6. The animal causes or has caused damage to LSU's Residential Life property beyond what is normally considered reasonable wear and tear.

Assistance Animal Approval and Registration:

An Assistance Animal may be permitted to reside in a University Residence Hall/Apartment with its student partner only after the student partner has submitted required forms and received approval by LSU's Department of Disability Services.

An Assistance Animal will be approved for an individual provided the following conditions are met:

- The person has a documented disability as recognized by the Office of Disability Services.
- The Assistance Animal must be necessary for the resident with a disability to have equal access to housing and the accommodation must also be **reasonable**.
- There is an identifiable relationship or nexus between the disability and the assistance the animal provides.
- LSU's Department of Disability Services provides approval of the request.
- All required forms are submitted to the Department of Residential Life.
- The Assistance Animal does not impose an undue financial and/or administrative burden.
- The Assistance Animal does not alter an essential element of the University housing policies.
- The Assistance Animal does not pose a direct threat to the health and safety of others nor is there a reasonable basis to believe the animal could potentially cause substantial property damage to the property of others, including, but not limited to, Residential Life property.

Residential Life may consider the following factors, among others, to assist in housing assignments, and as evidence to determine whether the presence of the Assistance Animal is necessary to accommodate the disability of the student partner.

1. The size of the animal is too large for available assigned housing space;
2. The animal's presence would evict another individual from individual housing (e.g., serious allergies);
3. The animal's presence otherwise violates another individuals' right to enjoyment;
4. The animal is not housebroken or is unable to live with others in a reasonable manner;
5. The animal's vaccinations are not up-to-date;

6. The animal poses or has posed a direct threat to the student partner or other individuals, including but not limited to, aggressive behavior, which may or may not include personal injuries, toward the student partner or others.
7. The animal causes or has caused damage to LSU's Residential Life property beyond what is normally considered reasonable wear and tear.

Required Forms

Requests for Assistance or Service Animals in LSU's residential facilities are made by completing the following packet and submitting to the Department of Residential Life. The student partner is required to complete an updated form should any information about the animal change.

1. **Registration Form:** Complete the *Assistance or Service Animal Registration Form*.
2. **Veterinarian Verification Form:** Veterinarian must complete the attached form which may then be submitted by the student partner.
3. **Roommate Agreement Form:** This form is to be completed if the roommate is known; otherwise, the form will be forwarded to the student partner's roommate(s) for completion prior to finalization of assignments.

Process

The student must complete and submit all of the necessary forms listed above to the Department of Residential Life **a minimum of 30 days prior to move-in day** for the semester in which the Assistance or Service animal will arrive to campus. Upon receipt of all required information, Residential Life will forward the documentation to the appropriate persons for further review and required approval. The approval process can take up to two weeks.

Assistance Animal Request: Disability Services will review the request for accommodation. If the request is approved, the Disability Services will update the shard drive and notify Residential Life for final approval.

Service Animal Request: Disability Services will notify Residential Life for final approval.

The Department of Residential Life will provide a decal for the room/apartment door once an animal has been approved and registered.

IV. CONFLICTING CONDITIONS

Students with medical condition(s) that are affected by the animal's presence (e.g., respiratory diseases, asthma, and severe allergies) should contact the Department of Residential Life to address any health or safety related concerns associated with their exposure to the animal. The Department of Residential Life will consult the Disability Services and Student Health Center and seek to make reasonable accommodations for individuals with such medical conditions that require accommodation when living in proximity to an Assistance or Service Animal in a timely manner.

The Department of Residential Life will make reasonable efforts to notify the members of the residential community when an Assistance or Service Animal is present. The conflicting conditions, needs and/or accommodations of all persons involved will be considered and coordinated to the best of the department's ability in the approval process.

V. EMERGENCY RESPONSE

Should an emergency situation occur which requires evacuation or other action from the student partner, and an emergency response team be called, the team will attempt to keep the animal and Student Partner together. However, the team's primary efforts will be toward ensuring the safety of the student partner and all other students, which may necessitate leaving the animal behind in certain emergency evacuation situations.

VI. APPEALS AND GRIEVANCES

Any person dissatisfied by a decision concerning an Assistance or Service Animal may appeal the decision. Students are given five (5) business days to appeal a removal or relocation decision by appealing in writing to the Associate Director of Occupancy Management. Decisions will be provided by a committee comprised of the Vice President of Residential Life or designee, the Director of Disability Services or designee, and the LSU Title IX/ADA/Clery Coordinator.

VII. PUBLIC ETIQUETTE TOWARDS SERVICE OR ASSISTANCE ANIMALS

It is okay to ask someone if she/he would like assistance if there seems to be confusion, however, faculty, staff, students, visitors and members of the general public should avoid the following practices:

- Petting an Assistance or Service Animal, as it may distract them from the task at hand.
- Feeding the Assistance or Service Animal.
- Deliberately startling the Assistance or Service Animal.
- Separating or attempting to separate a Handler from his/her Assistance or Service Animal.

VIII. COMMUNITY STANDARDS

Animal Behavior:

1. The Assistance or Service Animal (animal) must be under the control of its student partner or Handler at all times while on University property, including, but not limited to, within the University Residence Halls/Apartments., It is expected that the animal will be controlled by a leash, harness, or appropriate device (tank, cage, etc.) at all times while on or in University property, unless performance of the animal's work or tasks related to the student partner's disability require the animal to be off-leash/harness. The animal may be off-leash/harness or outside of an appropriate device within the confines of the student partner's bedroom, but must remain under the control of the student partner or Handler and must be leashed/harnessed/confined at all times when outside of the bedroom or apartment if living alone, or if a roommate(s) requests leashing/harnessing/containment. When the animal is unattended, it must remain in the student partner's bedroom, or apartment if living alone, and kenneled or housed in an appropriate device (tank, cage, etc.).
2. The Department of Residential Life may exclude/remove an Assistance or Service Animal in its sole discretion when it 1) poses a direct threat to the health or safety of others; or 2) results in an alteration of an essential element of a University program. Additionally, the Department of Residential Life has the ability to relocate the student partner/handler and the animal as necessary when the animal poses a direct threat to the health and/or safety of others, or if the failure to do so would force a relocation of another student under a contractual agreement, or for any other reason the Department reasonably believes warrants relocation.
3. The Department of Residential Life has the authority to temporarily or permanently exclude an Assistance or Service Animal from its grounds or facilities if the animal's behavior is unruly or

disruptive, in ill health, or habitually unclean. The Department has adopted a “one-bite policy” which requires an Assistance or Service Animal be removed from University property after a single occurrence of biting or other aggressive behavior. If the animal is deemed an immediate threat to the health and safety of others, the decision to exclude an Assistance or Service Animal from the residential facility will be made exclusively by the Assistant Vice President for Residential Life. If not considered an emergency, the decision to remove the animal will be made by the Office of Residential Life after evaluating information collected from all parties involved.

4. An Assistance Animal must be contained within the privately assigned individual living accommodations (e.g. room, suite, or apartment if living alone) except to the extent the student partner or handler is taking the animal out for natural relief. When an Assistance Animal is outside the private living accommodations, it must be in an animal carrier or controlled by a leash or harness. Assistance Animals are not allowed in any University facilities other than the residence hall or apartment (e.g. rooms, suites, apartments, etc.) to which the student partner is assigned.

Animal Health and Well-Being:

1. All animals must have all veterinarian-recommended vaccinations necessary to maintain the animal’s health and prevent contagious diseases. Student partners are expected to submit documentation of vaccinations before August 1 for the Fall semester and December 1 for the Spring semester. The University reserves the right to request updated verification at any time during the animal’s residency. Documentation shall be maintained at the residence at all times.
2. If taken outside the residence, animal must wear identification tags with the student’s name, a campus address, and a current rabies tag.

Note: The University may prohibit the use of Service Animals in certain locations for health and safety reasons (e.g., where the animals may be in danger, or where their use may compromise the integrity of research). Restricted areas may include, but are not limited to, the following areas: custodial closets, boiler rooms, facility equipment rooms, utility rooms, research laboratories, classrooms with research/demonstration animals, areas where protective clothing is necessary, wood and metal shops, motor pools, rooms with heavy machinery and all other areas considered inaccessible to animals under Louisiana law. Service Animals are prohibited from kitchens and food-preparation areas, not including public dining areas (e.g., the Union), except those in apartments and other University residential facilities.

3. Assistance Animals (as defined by the Fair Housing Act) **are only allowed in a student’s residence, common areas, and room or apartment** after a request has been submitted and approvals granted. Assistance Animals are not allowed to be outside of the residence hall or apartment environment except for exercise or relief. Unlike a Service Animal, Assistance Animals are not allowed in other campus facilities.
4. Animals that are ill should not be taken into public areas. A student partner with an ill animal may be asked to leave University facilities or remove the animal from campus. Upon reasonable suspicion that the animal is ill, Residential Life may require temporary and exclusive examination by a veterinarian.

Animal Cleanliness

1. Student partners are responsible for properly containing and disposing of the animal's solid waste (e.g. feces).
 - a. Indoor animal waste, and/or used litter, must be disposed of in an outside trash dumpster. The litter must be changed weekly with pet waste separated from the litter twice each week or more frequently to avoid odors. Litter boxes must be placed on mats to minimize contamination of carpeted surfaces.
 - b. Outdoor animal solid waste must be immediately retrieved by the Handler, placed in a plastic bag and securely tied before being disposed of in an outside trash dumpster.
 - c. A designated pet walk area may be provided in certain residential areas.
 - d. In the event that the student partner is not physically able to clean up after the animal, it is then the responsibility of the student partner to hire someone capable of cleaning up after the animal. The person cleaning up after the animal should abide by the following guidelines:
 - i. Always carry equipment sufficient to clean up the animal's feces when the animal is on campus
 - ii. Properly dispose of waste and/or litter in appropriate containers, (e.g., an outside trash dumpster).
2. Student partners are responsible for providing appropriate cleaning supplies, all basic necessities for the Animal, including food, water, medicines, and all other supplies necessary to ensure its health and safety within the confines of their bedroom/apartment if living alone.
3. An animal's food should be kept in a closed container within the student partner's bedroom, or apartment if living alone.
4. If the animal vomits, urinates, leaves solid waste, and/or becomes incontinent, it is the responsibility of the student partner to clean and sanitize the contaminated area immediately. If the contamination occurs indoors, clean-up must include disinfectant of the area and carpet or floor treatment to minimize damage to the facility. All matter must be disposed of in an outside trash dumpster.
5. Regular cleaning to avoid significant odors and/or to manage shedding is expected. Handlers may use showers/tubs within the University residential community if they live in a space with a private bath to bathe or clean their Assistance or Service Animal, otherwise an off-campus service must be used.
6. Student partners are responsible for taking effective precautions to avoid flea and tick infestations. If the animal is found to have fleas or ticks, the student partner will be responsible for eliminating the fur coat infestation and laundering all pet bedding. Residential Life may monitor and inspect for possible infestations. If fleas, ticks or other pests are detected on the animal and/or within the residence it will be treated using approved methods by a university-approved pest control service. The student partner will be billed, as are all students, for the expense of any required pest management due to the animal's presence.

Student Partner Responsibilities

1. The student partner must provide the Department of Residential Life with a completed *Registration Form*, *Roommate Agreement Form*, and the *Veterinarian Verification Form* indicating the animal has all veterinary-recommended vaccinations to maintain the animal's health and prevent against contagious disease. All forms listed are to be submitted to the Department of Residential Life a **minimum of 30 days prior to move-in day** for the semester in which the Assistance or Service animal will arrive to campus.
2. The student partner is responsible for ensuring that the animal does not interfere with the routine activities of the University, its surrounding property or cause difficulties for other students who residing in the residential community. Sensitivity to residents, staff and faculty with allergies, and to those who fear animals, is an important consideration for the student partner in order to ensure a community environment that supports the individual needs of all who reside or work at the University. When a student partner is informed of a person with a medical condition that is affected by the animal, she/he will refer him/her to the Residential Life Coordinator for their community to whom any health or safety concern about exposure to the animal may be addressed with.
3. The student partner is financially and legally responsible for any injuries, which the student partner, guests in its home, or any third person who may have contact with the animal, may sustain, including, but not limited to: illness, personal injuries, and damage to property caused by the animal beyond what is considered ordinary wear and tear, including, but not limited to, any replacement of furniture, carpet, drapes, or wall covering. The student partner is responsible for reimbursing these costs upon repair and/or move-out. If a repair is made prior to move-out, charges will be posted to the student's University account for payment.
4. The student partner is responsible, as are all students, for any expenses that are required due to costs incurred for cleaning or repair to the residence or surrounding property, which is not considered ordinary wear and tear. The Department of Residential Life reserves the right to bill the student partner's account for all damages or deficiencies with the room condition.
5. If fleas, ticks or other pests are detected within the residence it will be treated using approved methods by a University-approved pest control service. The Student Partner will be billed, as are all students, for the expense of any required pest management.
6. To be a roommate of the student partner, the student roommate must agree to allow the Assistance or Service Animal to be in residence with them, and sign a *Roommate Agreement* to demonstrate their consent. In the event that a roommate does not want to, or cannot, live with the Assistance or Service Animal in the shared residential unit, either the student partner or the roommate(s) may be moved to a more suitable location. In the event that one or more roommates, suitemates, apartment-mates do not approve, either the resident and Assistance or Service Animal or the non-approving roommates, suitemates, or apartment-mates, as determined by the Department of Residential Life, may be reassigned to a more suitable location if space is available.
7. The student partner agrees, as all students do, to continue to abide by all other Residential Life policies. Having an Assistance or Service Animal does not preclude the student partner from following all other requirements found in the Residential Life contract and Living on Campus Handbook. Any violation of the above rules and requirements by any student will be reviewed by Residential Life. The student will be afforded appropriate review per [RLOP 69: Student Conduct](#)

& Contractual Review Process and may be referred to SAA as a violation of the Code of Student Conduct.

8. Assistance or Service Animals may not be left overnight in University housing to be cared for by any individual other than the student partner. If the student partner is away from his/her residence hall or apartment overnight or longer, the animal must accompany the student partner. The student partner is responsible for ensuring that the animal is contained appropriately when the student partner is not present during the day while attending classes or other activities.
9. The student partner must consent to the disclosure of information regarding the request for and presence of the Assistance or Service Animal to those individuals who may be impacted by the presence of the animal including, but not limited to, Disability Services personnel, Office of Facility Services personnel, Residential Life personnel, other University staff that may be required to enter the residence hall or apartment, and any potential or actual roommate(s)/neighbor(s). Such information shall be limited to information related to the animal and shall not include information related to the student partner's disability.
10. Should the Assistance or Service Animal be disqualified or removed from the premises for any reason, the student partner will remain responsible for the terms and conditions of the housing contract for the remainder of the term of the contract.

**Louisiana State University
Department of Residential Life
Assistance or Service Animal
Registration Form**

Complete this packet and submit it to Department of Residential Life **a minimum of 30 days prior to move-in** day for the semester in which the Assistance or Service animal will arrive to campus. The student partner is required to complete an updated form should any information about the animal change.

A packet consists of a completed Registration Form with the following completed documents:

Roommate Agreement, if roommate is known

Veterinarian Verification Form

<i>For Residential Life Use</i> Type of Animal <input type="checkbox"/> Assistance <input type="checkbox"/> Service	Date Received: _____ Received by: _____ <i>The following forms are attached and completed:</i> <input type="checkbox"/> Roommate Agreement <input type="checkbox"/> Veterinarian Verification Form
Student's Name	
Student's Permanent Address	
Student's Home Phone	
Student's Campus Address	
Student's LSU ID Number	
Student's Cell Phone	
Animal's Name	
Is the Animal required because of a disability?	Circle One: Yes No
(Service Animal only) What work or task is the Animal trained to do?	

**Louisiana State University
 Department of Residential Life
 Assistance or Service Animal
 Registration Form**

(Assistance Animal only) What assistance does the Animal provide?	
Type of Animal and Breed	
Description of the Animal (photo must be attached)	
Is the Assistance or Service Animal current on veterinary recommended vaccinations?	Circle One: Yes No If yes, attach Veterinarian Verification Form If no, explain:
Has the Assistance or Service Animal ever bitten or shown aggression toward people?	Circle One: Yes No If yes, explain:

<i>Alternate/Emergency Caregiver for Assistance or Service Animal, if Student Partner is Unavailable.</i> Your emergency caregiver must be within two hours travel to LSU.	
Name	
Address	
Phone Number	
Relationship to Student	

**Louisiana State University
Department of Residential Life
Assistance or Service Animal
Registration Form**

By my signature below, I verify that I have read, understand and will abide by the Community Standards, student partner responsibilities, and other requirements contained in *RLOP 11, Assistance or Service Animals*.

I furthermore give permission to Residential Life to disclose to others impacted by the presence of my Assistance or Service Animal (e.g. Disability Services staff, Residential Life staff, Facility Service Staff, and potential and/or actual roommate(s)/neighbor(s)) that I will be living with an animal as an accommodation. I understand that a decal will be placed on the apartment/room door regarding the presence of a registered animal. I understand that this information will be shared with the intent of preparing for the presence of the Assistance or Service Animal and/or resolving any potential issues associated with the presence of the animal.

I further recognize that the presence of the Assistance or Service Animal may be noticed by others visiting or residing in University Housing and agree that staff may acknowledge the presence of the animal, and explain that under certain circumstances Assistance or Service Animals are permitted for persons with disabilities.

Resident Student Partner Signature

Date

Approval

Director of Communications & Administration
or Designee

Date

**Louisiana State University
Department of Residential Life
Assistance or Service Animal
Roommate Agreement**

I acknowledge that I will share the common areas of my assigned residential space with another student, as well as an Assistance or Service Animal approved by the University. Should I have any concerns regarding the care and control of the approved Assistance or Service Animal, I will discuss my concerns with the animal's student partner and if the student partner and I cannot come to a satisfactory resolution between us, then with Residential Life staff.

I am aware that the Assistance or Service Animal is working with its student partner and I will observe the following etiquette:

- I will avoid touching the animal or its partner without permission.
- I will not make noises at the animal as it may distract the Animal from doing its job.
- I will not feed the animal as it may disrupt its schedule.
- I will not attempt to startle or distract the animal.
- I will not attempt to separate the animal from its student partner.
- I will refrain from asking my roommate about any disability or the assistance the Animal provides.
- I recognize students with Assistance or Service Animal may not want to talk about very personal matters, including diagnoses, or treatment.
- I will refrain from gossip or discussion with others related to my roommate's disability or accommodations. If the student partner shares medical or disability-related information, I will treat the information as I would any personal information shared in confidence and will only share it on a need-to-know basis (e.g., emergency situation, or if professional attention or intervention is necessary).
- If I find that I begin to present allergic reactions to my roommate's animal, I understand that I may have to relocate to an alternative spot to alleviate the issue. My roommate will not be required to move or relocate their animal.

Roommate Signature

Date

Roommate Signature

Date

Roommate Signature

Date

**Louisiana State University
Department of Residential Life
Assistance or Service Animal
Veterinarian Verification Form**

Have your veterinarian complete the following information and attach current proof of vaccinations and a current picture of your animal to this form:

Veterinarian's Name and/or Clinic Name _____

Address _____

City State Zip _____

Phone Number & Fax _____

Animal's Information:

Owner's Name: _____

Animal's Name: _____

Animal Type and Breed: _____

Sex _____ Spayed/Neutered _____

Please check all that apply:

• Vaccinations

Dog:

DHLPP + C (Distemper, Hepatitis, Leptospirosis, Parvovirus, Parainfluenza, Corona)

Bordetella

Rabies

Cat:

Rabies

FVRCP (Feline Viral Rhinotracheitis, Calicivirus, Panleukopenia)

Other:

I verify the above mentioned animal has all current vaccinations as required by the City of Baton Rouge and State Law.

**Louisiana State University
Department of Residential Life
Assistance or Service Animal
Veterinarian Verification Form**

I verify that all the above vaccinations are and will remain current through one year or as instructed by veterinarian.

I verify that the above mentioned animal has been given a stool sample test for internal parasites and that the stool sample was found to be negative for parasites known or suspected of infecting humans, including roundworms, whipworms, hookworms, tapeworms, and *Giardia* or that the animal has been appropriately treated for these parasites. I further verify that the above mentioned animal has been treated and/or examined and found to be free of flea infestation.

I verify that the above animal is in general good health.

Veterinarian Signature _____ Date _____