

**Lawrence University
Dean of Students Office
Housing Assistance Animal Agreement**

Student Name _____ Class Year (YYYY): _____ Cell Phone _____

Animal Name _____ Animal Type & Breed _____

Veterinarian Name _____ Veterinarian Phone _____

Secondary Contact Name _____ Secondary Contact Phone _____

The secondary contact would be called if the animal needs to be removed from campus and the student cannot be reached.

Please review and initial each statement.

Guidelines for Housing Assistance Animal care:

_____ Animals must be house trained.

_____ The student is responsible for properly containing and disposing of all animal waste. Indoor animal waste must be placed in a sturdy plastic bag and tied securely before being disposed of in outside trash receptacles. Outdoor animal waste must be immediately retrieved by the student, placed in a plastic bag and securely tied before being disposed of in an outside trash receptacle.

_____ The student must effectively control the Housing Assistance Animal at all times. The animal cannot pose a direct threat to the health, safety or property of others or create a disturbance in the residence halls. Campus Life and the Dean of Students Office will work together to resolve any conflicts that result from the presence of the animal. If the student cannot effectively control the animal or if the animal poses a direct threat to the health or safety of others, the permission to keep that particular animal in campus housing will be rescinded until such time that the problem is rectified.

_____ Routine care of the Housing Assistance Animal is expected, including annual vaccinations and exams. The Dean of Students Office will request updated veterinary verification before moving in and at any time during the animal's residency in campus housing.

_____ The Housing Assistance Animal should wear a tag that identifies the student as the owner and contact information in case of an emergency.

_____ The Housing Assistance Animal should not be left alone in University housing for extended periods of time. The entire responsibility of the animal is the students. If any neglect is suspected, The Dean of Students Office will contact the student, and may contact local animal control, and/or the local Humane Society.

- _____ The student is responsible at all times for the actions of the animal. The student is responsible for any odors, noise, damage, or other conduct of the animal that disturbs others or damages the premises or property of others. Students may incur fees for any damage.
- _____ Housing Assistance Animals are only allowed to be handled by their owner. The animal needs to be locked in the student's room when the student is unavailable and not be in the care of others. For students living in traditional residence halls: animals are allowed only in the assigned bedroom of the owner and should not be in any common spaces, bathrooms, or kitchens in the building. For students living in group living units, animals must be locked in the bedroom of the owner when the owner is not present. When present, the owner may bring the animal into the common space of their group living unit and should limit access to the kitchen or bathroom of the living space. When exiting the building, owners must have the animal on a leash or in a carrier and use the most direct exit from their bedroom to limit the exposure of other residents to the Support animal. Housing Assistance Animal are not allowed in food service areas, classrooms or any other common areas of campus.
- _____ The owner of an Housing Assistance Animal must make appropriate off-campus boarding/care arrangements for the animal if they plan to be away from campus for a length of time longer than is appropriate for the animal to be left unattended.
- _____ Housing Assistance Animal are not permitted in any area of the campus (including Bjorklunden) other than the student's assigned residence hall room.
- _____ The student is responsible for assuring that the Housing Assistance Animal does not interfere with the routine of the residence or cause difficulties for students who reside in the residence hall. Sensitivity to residents with allergies and to those who fear animals is important to ensure a positive residential community.
- _____ The student is responsible for instructing others on appropriate interactions with the Housing Assistance Animal and setting clear expectations.
- _____ If applicable, roommates will be notified about the animal by the Dean of Students Office. The notification will include the type of animal. All roommates or suitemates of the animal owner must acknowledge the Support animal's presence in writing to the Dean of Students Office. Roommates may request a room change through Campus Life.
- _____ Any time the student requires service by Facilities Operations for their room, the student must arrange a time when he/she can be present for the service to occur.
- _____ The student is financially responsible for the actions of the animal, including bodily injury, property damage, replacement of furniture, carpet, blinds, etc. The student is expected to cover all costs of returning the unit to the same condition as move--in except for normal wear and tear. This may include cleaning all carpets and furniture to remove pet orders, dander, hair, etc.

_____ Residence Life and/or Facility Services will inspect the room, suite, or apartment on a regular basis. If fleas, ticks, or other pests are detected through inspection, the unit will be treated using fumigation methods by a Facility Services--approved pest control service. The student is responsible for the cost. Housing Assistance Animal approval may be revoked in the event of flea or tick infestation.

_____ Lawrence reserves the right to use certain insecticides, fertilizers and other chemicals such as deicers for property maintenance. Lawrence is not responsible for any harm caused to an Housing Assistance Animal from such substances.

_____ The Dean of Students and/or Campus Life has the right to reassign the student to another residence hall if care of the Housing Assistance Animal or interactions with others becomes a concern.

_____ The Dean of Students Office may contact the animal's veterinarian to request additional medical documentation if needed.

_____ The permission to house an Housing Assistance Animal extends to this specific animal only. Any changes to housing agreements or approved animals must be reviewed and approved in advance of a different animal coming to campus.

_____ The student may be required to immediately remove the Housing Assistance Animal from University housing if any provision of this agreement is violated.

I have read and agree to all the terms of the Housing Assistance Animal Agreement. I understand that if I have questions, concerns, or need support that I should contact the Dean of Students Office.

Student Signature _____ Date _____

Parent Signature (for students under 18) _____ Date _____