Assistance Animal Agreement

The Student Handler identified below is requesting approval from Accessibility Services for the disability accommodation of having the listed Assistance Animal live with them in Hamilton College Housing:

Student Handler Name: __________________ Student ID: __________________
Phone Number: ______________ Email Address: _________________________
Campus Address: __________________________ Name of Animal: _____________
Kind of Animal: _____________________________

Physical Description of Animal: ________________________________

ASSISTANCE ANIMAL DEFINITION: For the purposes of disability accommodation at Hamilton College, an animal that is recommended by a healthcare or mental health professional to provide emotional support to persons with disabilities who have a disability-related need for such support. Assistance Animals may be dogs or other animals that can provide emotional support. An Assistance Animal, unlike a service animal, may not accompany a person with a disability beyond the residential setting (e.g., to academic buildings, libraries or dining halls) without approval from Accessibility Services.

In accepting the accommodation of an Assistance Animal, the Student Handler is responsible for the following:

- Approval must be renewed annually and requires documentation from a recent evaluation conducted by a specialist in the appropriate field.
- All students must comply with all College rules regarding noise, safety, disruption, and cleanliness. The Student Handler must ensure that the Assistance Animal does not create persistent odor, noise or disturbance.
- Keeping the Assistance Animal Approval sign provided by Accessibility Services posted on the inside of the door of the residence where the Assistance Animal is housed.
- Assistance Animals must be housebroken. The Student Handler must remove, or arrange for the removal of, the animal’s waste and dispose of all waste in a timely manner. The Student Handler must discuss the appropriate waste disposal method and/or location with residence hall facilities staff.
- When leaving the room/apartment, the Assistance Animal shall be restrained with a six foot (6’) or shorter leash or be transported in a container. If on a leash, an identification tag must be prominently displayed.
- The Assistance Animal may not be left unattended for an unreasonable length of time (the amount of time this Assistance Animal can be left unattended is ________________________). This amount of time will be determined in consultation with the student and an appropriate professional.
- Assistance Animals must be current with appropriate immunizations and vaccinations and, when applicable, wear a rabies vaccination tag. Current immunizations and vaccinations records must be submitted to Accessibility Services with this Agreement and updated as necessary.
- If the Assistance Animal is a dog, the student must comply with the Oneida County and/or Village of Clinton dog control and licensing laws, and with all responsibilities regarding animal rights and all other owner responsibilities.
- As with anyone living in campus housing, the College may bill the student for damage beyond normal wear and tear or for necessary cleaning above and beyond the standard cleaning of the room. If fleas, ticks, or other pests are detected through routine inspection, the student will be responsible for the expense of pest treatment beyond standard pest management used in College housing.
• The Student Handler must inform Accessibility Services within 10 days when the Assistance Animal is no longer living with the Student Handler.
• The Student Handler must inform Accessibility Services if the Student Handler is making any room or roommate changes, at which time a new Assistance Animal Agreement must be completed with Accessibility Services.

The following are some, but not all, circumstances which will prompt the College to withdraw its consent for the Assistance Animal to live in College Housing:

• The animal is found to be mistreated or neglected by the Student Handler.
• The animal poses a direct threat to the health or safety of others.
• The Student Handler does not comply with the above responsibilities.
• The animal’s presence results in a fundamental alteration of the College’s program or operations.
• The animal or its presence creates an unmanageable disturbance or interference.

An Alternate Caregiver must be identified to care for the animal in the event the Student Handler is unavailable due to an emergency. That Alternate Caregiver is responsible for fulfilling all obligations of the Student Handler set forth within this document for the entire duration of time that the Student Handler is unavailable.

Alternate Caregiver Name: ___________________ Signature: ______________________________
Phone number: __________________ Email address: ________________________________
Address: _____________________________________________________

In an emergency when the Student Handler is unavailable, Hamilton College will attempt to contact the Alternate Caregiver. If the Alternate Caregiver is unavailable, the College will arrange with a local area private boarding facility to care for the Assistance Animal at the sole expense of the Student Handler. The Student Handler will be responsible for paying all fees associated with such emergency care, including transportation to and from the facility, room and board.

Roommate Agreement: As the roommate(s)/suite mate(s) of the Student Handler, I agree that the Assistance Animal designated herein may live with us in our residence hall room.

Name: ____________________________
Signature: ___________________________ Date: ________________
Name: ____________________________
Signature: ___________________________ Date: ________________
Name: ____________________________
Signature: ___________________________ Date: ________________
Name: ____________________________
Signature: ___________________________ Date: ________________

In exchange for the Student Handler having permission to have the listed assistance animal live with them in Hamilton College Housing, the student agrees to indemnify and hold harmless Hamilton College from any liability or property damage resulting from the presence or actions of the assistance animal, during the time that the assistance animal is on College owned or operated premises.

This Agreement must be renewed yearly or if housing arrangements change during the period covered by this Agreement. Prior violations may result in denial of a request(s) in future years and at a minimum will require that violations be addressed and remedied to the satisfaction of the Medical and Accommodation Pre-Assign Housing Committee before approval.

This agreement is in effect from ________________ through ________________

Student Handler Signature: ____________________________ Date: ________________

Dean of Students Office Staff Signature: ____________________________ Date: ________________

Adapted from Colgate University’s Assistance Animal Agreement (Academic Support & Disability Services)

03/03/2016