



Housing

Willamette University, Matthews Hall, Salem, Oregon 97301
T 503-370-6212 | F 503-370-6709 | housing@willamette.edu

Emotional Support Animal Owner Responsibilities in Campus Residences

*Students who have been determined eligible to bring Emotional Support Animals into Willamette University Campus Housing must read, sign, and submit this document to Housing **prior to the arrival** of the Emotional Support Animal on campus.*

Care for the Animal

- The cost of care, arrangements and responsibilities for the well-being of the animal are the sole responsibility of the handler at all times.
- The University reserves the right to require the handler to obtain veterinary care for the animal in order to continue in residence whenever the University deems it appropriate.
- Any evidence of mistreatment or abuse may result in immediate removal of the animal and/or discipline for the individual.

Licensing and Immunization Requirements

- The animal must meet all applicable state and county licensing requirements.
- In accordance with local ordinances and regulations, emotional support animals will possess all required and recommended immunizations, and the handler will keep immunization records up to date. Dogs must have a current rabies vaccination and wear a rabies vaccination tag and a tag with owner's contact information. Cats should have the normal shots required for a healthy animal. Other animals may require other immunizations, and will be considered on a case-by-case basis.

Animal Control Requirements

- The animal must be on a leash when not providing a needed service to the partner.
- The animal should respond to voice or hand commands at all times, and be in full control of the handler; the handler is responsible for the actions and conduct of the animal.
- The animal must be crated when the owner is not in the room.

Animal Etiquette

- Animals must not be disruptive to other students. The handler shall not allow the animal to sniff persons, their personal belongings, or tables in eating areas. The handler shall further not allow the animal to initiate contact with persons or other animals without the handler's direct permission, or to display disruptive or aggressive behaviors or noises.

Waste Cleanup Rule

- The animal must be housebroken (i.e., trained so that, absent illness or accident, the animal controls its waste elimination). Puppies that are not housebroken may not be brought into residence halls.
- Cleaning up after the animal is the sole responsibility of the handler. In the event that the handler is not physically able to clean up after the animal, it is then the responsibility of the handler to hire someone capable of cleaning up after the animal.

- The handler must always carry equipment sufficient to clean up the animal's feces whenever the animal is on campus.
- The handler must properly dispose of animal waste and/or litter in appropriate containers. No waste shall be disposed of in any trash receptacle inside any building or through any sewer system inside each building (sinks and toilets). Outside dumpsters must be used.

Integration of the Animal in the University Housing Community

- The roommate(s) of the handler must sign an agreement acknowledging that the animal will be living in the room/suite/apartment. In the event that the roommate(s) chooses not to live with the handler and their animal, the roommate may contact the Area Coordinator to request to be relocated.
- The handler will be assigned a liaison within the Housing office. The liaison will assist the handler with any questions the handler has related to their animal in residence, coordinating moves, arranging for staff notifications and trainings, and assisting with re-introduction of the handler and animal to a new community if necessary. If the handler moves to a different area of campus during the academic year, they may be assigned a new liaison. The University liaison will check in with the handler on a regular basis to answer any questions.
- The handler agrees to notify their University liaison within 2 working days if their animal is no longer in residence.

Damage to the Community Living Space

- Handlers are responsible for any damage or injuries caused by their animal and must take appropriate precautions to prevent property damage or injury. The handler is strongly encouraged to obtain Renter's Insurance.
- The University will inspect and clean the assigned space when a handler and/or animal vacate the room/suite/apartment. The handler is financially responsible for property damage caused by the animal and for maintenance, cleaning, and fumigation necessitated by the presence of the animal. This includes, but is not limited to, replacement of furniture, carpet, windows and window coverings, and wall coverings.
- The handler is responsible for checking for fleas, ticks, or other pests at least once a semester, or as needed. If fleas, ticks or other pests are detected, the residence will be treated by the University's pest control contractor at the cost of the handler.

Emotional Support Animal Registration

- All Emotional Support Animals that enter residential buildings owned by Willamette University must be registered with Housing and Accessible Education Services.
 - Registration is valid for the academic year and must be updated with current animal information at the beginning of each contract term.
 - Proper registration requires verification of licensing (if applicable) and vaccination for the Emotional Support Animal.
 - Proper identification is also required. **Please attach a picture of the animal and its crate.**
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Agreement

By signing below, I verify that I have read and agree to the terms of Willamette University's *Emotional Support Animal Owner Responsibilities in Campus Residences*. I am aware that my failure to uphold the responsibilities outlined in this document may result in the removal of my Emotional Support Animal. I acknowledge that I will contact my Housing liaison if I have questions or need assistance.

Owner's Name (please print): _____

WU ID: _____

Owner's Signature: _____

Date: _____

Area Coordinator's Signature: _____

Date: _____

INFORMATIONAL