



## **Rules and Responsibilities of an Emotional Support Animal Owner**

Once Goldey-Beacom College (GBC) has approved the Emotional Support Animal (ESA), the ESA owner must abide by the following rules and responsibilities. Failure to abide by the ESA rules and responsibilities may lead to sanctions including removal of the ESA from College housing.

1. The ESA owner must complete and submit to an Advisor the Request for Emotional Support Animal Documentation Form and the Request for Housing Accommodation Form, as well as the required ESA Health Documentation at least 14 business days prior to bringing the requested ESA to campus.
2. The ESA owner agrees to abide by all other residential policies. An exception to the Pet Policy made under this ESA Policy does not constitute an exception to any other College policy.
3. An ESA will be provided with a GBC Identification tag that the ESA owner must pick up from the Student Affairs Office after receiving approval for the ESA from the College.
4. Except at times when bathroom and hygiene are necessary, the ESA will remain in the ESA owner's GBC assigned room and is not permitted in other student's rooms, the common areas of the residential facilities, or other areas of the College such as classrooms, academic buildings, administrative buildings, libraries, food services areas, fitness center, etc.
5. ESAs brought on campus must be under the full control of the ESA owner at all times (i.e. leash, harness, crate). The ESA owner is solely responsible for the animal's well-being, care and cleaning, including but not limited to regular feeding, bathing, grooming, daily care, and veterinary services.
6. The owner must comply with all applicable laws regarding the keeping of an animal and is responsible for making sure the ESA does not disrupt the residential community.
7. The ESA may not be left unattended overnight in the residential facilities to be cared for by another student. ESAs must be taken with the owner if they leave campus for a prolonged period.
8. When ESAs are left unattended in a student's room, they are required to be stored in a crate, carrier or kennel. This containment will allow Goldey-Beacom College officials to routinely access the residential facilities for maintenance and other routine tasks without posing a risk to the animal or employees.
9. Dogs as ESAs must be "house broken," and cats as ESAs must be litter box trained. Other smaller animals must be caged and may not be left loose in the student's room. Cages must be kept

clean, and animal waste or excess food must be promptly disposed of in an appropriate receptacle.

10. ESAs must be taken out of the building by way of the shortest and most direct path, must be maintained under standard restraints such as a carrier and/or collar when outdoors, in public areas, or in transit, and must be confined to the residence when not in transit.
11. Fecal matter deposited on GBC's grounds or within the facilities needs to be removed immediately and disposed of properly. The owner is to arrange for immediate removal of fecal matter if unable to perform the task personally.
12. The ESA owner's residence may be inspected for fleas, ticks, pests, and/or damage to the residential facilities once a semester or as needed. The Office of Residence Life will schedule the inspection and notify the resident at least 24 hours in advance of the scheduled inspection. If fleas, ticks, or other pests are detected through inspection, the residence hall will be treated using approved fumigation methods by a College-approved pest control service. The ESA owner will be billed for the expense of any necessary pest control treatment.
13. GBC may remove or require the removal of an ESA that poses a threat to the health or safety of others on campus, disrupts the educational environment of the College and/or residential community, or if the owner does not comply with the ESA Owner's Rules and Responsibilities for Emotional Support Animals. It is the responsibility of the ESA Owner to ensure the ESA does not interfere with the quality of life of other residents on campus. This includes noise violations (e.g. barking or other disruptive noise).
14. The owner will be financially responsible for expenses incurred above a standard cleaning or for repairs to the residential premises, including losses, liability, claims, and harm to others caused by the ESA.
15. The owner will hold GBC blameless in the event the ESA goes missing. College staff are not responsible for the retrieval of the ESA in the event the animal escapes or becomes lost.
16. The owner must notify an Advisor in writing if the ESA is no longer needed as an ESA, or is no longer in the residential facilities. To replace a previously approved ESA, the owner must complete any registration and other related forms with an Advisor.
17. An ESA must have an annual well-care visit with a licensed veterinarian. The animal must have had a general maintenance vaccination series appropriate to the species. All vaccinations must be current. An ESA owner must provide annual satisfactory documentation of this on-going compliance for an emotional support animal.

## **Agreement Between the Emotional Support Animal Owner/Student and Goldey-Beacom College**

The owner of an ESA may be asked to remove the ESA from Goldey-Beacom College's facilities if the owner or ESA fails to comply with the Rules and Responsibilities in this Policy and other College Policies.

As the Emotional Support Animal owner, I have read and understand my responsibilities as outlined above. Should I fail in my responsibilities, I understand my approved accommodation may be suspended and/or I may be charged with a violation of student policies.

Printed Name: \_\_\_\_\_ Student GBC ID#: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

GBC Representative: \_\_\_\_\_ Date: \_\_\_\_\_