

Policy Number	609.001
Policy Title	SERVICE ANIMALS
Responsible Officer	Academic Success Center Director
Responsible Office	Academic Success Center
Summary	<i>No animals, with the exception of approved service animals, are allowed on campus or in campus buildings at any time.</i> (Source: CIU 2019-20 Student Handbook)
Definitions	Service animals: Dogs that are individually trained to do work or perform tasks for people with disabilities. (Source: Americans with Disabilities Act at https://adata.org/factsheet/service-animals) Service animals-in-training: Not defined as service animals by the ADA
Approving Body	Academic Council, Admin Council
Approval Date	Approved by Student Life 02.17.2016; 06.05.2018 Aca C (07.13.2018); Admin C (08.17.2018) Aca C (07.12.2020); Admin C (06.19.2020)
Last Revision	06.16.2020
Re-evaluation Date	06.2022
Departmental Impact	All departments

Failure to follow the following policy may result in disciplinary action, including termination of employment.

Policy Statement

CIU permits approved service animals (meeting the ADA definition above) on campus. The task(s) performed by the dog must be directly related to the person'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.

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- C. Resident students seeking to keep a service animal in CIU housing are requested to inform the Academic Success Center (ASC) as soon as they have been accepted to CIU.
 - 1. The ASC and Residence Life (Res Life) will arrange housing for the owner with the service animal.
 - 2. Security and Physical Plant will be notified.
- D. Res Life or PV management will notify the individual's roommates, suitemates, and/or hall mates (if applicable) that the animal will be residing in shared assigned living spaces.
- E. If there are individuals with accommodations for allergies or other disabilities that may be affected by the presence of an animal, either the service animal and its owner or the other parties, as determined by Residence Life or PV management, may be moved to a different location.
 - 1. CIU will attempt to resolve any conflict in a timely manner. Conflicting needs and/or accommodations of all persons involved will be considered on a case-by-case basis.
- F. CIU employees who require the use of a service animal in the workplace should make a request for an accommodation. For more information and to make a request for a workplace accommodation, please refer to our policy on "Accommodation for Disabilities" in the *Employee Handbook* or contact the Human Resources department.
- G. The responsible administrator will inform faculty, staff, and other departments of the presence of a service animal on campus as appropriate. This applies to oye

- I. Should the service animal be removed from the premises for any reason, owners are expected to fulfill their housing obligations.
- J. The owner is responsible to comply with animal health and well-being requirements described in this policy.

IV. Guidelines for Maintaining Service Animals at CIU

The following guidelines apply to all service animals and their owners, unless the nature of the documented disability of the owner precludes adherence to these guidelines and permission for a variance from the guidelines has been granted.

A. Care and Supervision

Care and supervision of the animal are the responsibility of the individual who benefits from the service animal's use. The person is required to maintain control of the animal at all times. The service animal must be housebroken and the owner is responsible for ensuring the cleanup of the animal's waste and, when appropriate, must toilet the animal in areas designated by CIU consistent with the reasonable capacity of the owner. Any animal waste must be immediately retrieved by the owner, placed in a plastic bag, and securely tied before disposal in outside trash containers.

B. Animal Health and Well-being

The owner must abide by current city, county, and state ordinances, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals.

1. Health: The service animal must be maintained in good health and hold all appropriate licenses and health certifications.
2. Verification: CIU may request updated verification of the service animal's health and licensing at any time during the service animal's residency.
3. Control: The owner must be in full control of the service animal at all times. The animal must remain in the owner's residence at all times and be on a leash, harness, or other tether, or in an appropriate container when being transported to and from the residence.
4. Other conditions: The ASC, Residence Life, or PV management may place other reasonable conditions or restrictions on an animal depending on the nature and characteristics of the animal.
5. Areas off-limits to service animals: CIU may prohibit the use of service animals in certain locations because of legitimate health and safety restrictions.

C. Removal of Service Animal

"The ADA does not require covered entities to modify policies, practices, or procedures if it would 'fundamentally alter' the nature of the goods, services, programs, or activities provided to the public. Nor does it overrule legitimate safety requirements. If admitting service animals would fundamentally alter the nature of a service or program, service animals may be prohibited. In addition, if a particular service animal is out of control and the handler does not take effective action to control it, or if it is not housebroken, that animal may be excluded" (

By my signature below, I verify that I have read and understand this policy on service animals in University Housing.

Emergency Contact (must not be a CIU campus resident). Required.

Signature

Print Name

Phone #