

Assistance Animals in Housing

University Housing allows residents to have an assistance animal (i.e., emotional support animal, service animal, or comfort animal) reside in on-campus housing with the approval of Disabilities Services Office. The student should contact the Disability Services Office as soon as s/he is aware of plans to bring an assistance animal to campus. You will be asked by Disability Services to provide disability documentation from a medical practitioner, or clinically trained professional who can provide a written statement attesting that the animal provides support which mitigates at least one identified symptom of your disability, or that the animal has been individually trained to do work or perform tasks for your benefit based on your disability. Until approval is granted a student should not assume that their assistance animal can reside with them. Disability Services will notify the University Housing Office once approval is granted for a resident to have an assistance animal living in the residence hall.

A meeting between the resident, Housing and Disability Services office will be scheduled by the Housing staff to review the details and conditions for which an assistance animal can reside in on-campus housing.

General Terms and Condition:

- A resident must make a request to Disability Services and it must be granted to be allowed to have an assistance animal reside in on-campus housing.
- The owner is responsible for the care and supervision of the assistance animal.
- The assistance animal must always be under the resident's sole control and on a leash.
- The assistance animal can only be in any space that you reside, (i.e. No other residence hall room, not in your suite mates space, not in a friends room, not in lounges or other public spaces including dining centers, Library, campus recreational facilities, classrooms, plazas, etc.),
- There is written plan established for care of the animal during extended periods away from the assistance animal.
- All animal waste needs to be immediately cleaned up and disposed of properly.
- The behavior, noise, odor, and waste of an assistance animal must not exceed reasonable standards and these factors must not create an unreasonable disruption for residents.
- Minimally the resident with the assistance animal must notify their roommates that they have been approved for an assistance animal that is going to reside with them. If approval is given before the semester begins the resident with the assistance animal gives University Housing permission to notify roommates that an assistance animal is going to reside with them.
- There is a plan established for immediate removal of the assistance animal in case of: allergies, documented fear of the animal by the community, continuous barking, or generally if there is a time that the assistance animal's presence is in egregious violation of our established policies and protocols

- The assistance animal has received all needed veterinary care including, but not limited to: flea medication, tick medication, heart worm medication, and all other required vaccinations. Documentation will be required.
- The assistance animal has been licensed as required. The County of Hawaii requires licensing of all dogs four months and older and must wear a dog license. MICROCHIPPING of animal is OPTIONAL.
- The Assistance Animal has veterinary care on-island.
- Optimally the assistance animal has been spay/neutered.
- If there any problems or issues with the resident and/or the assistance animal while living in the Resident Halls, it will be important that you bring up your concerns with the Housing staff immediately, so that the matter may be addressed on a timely basis and to come to some type of reasonable form of resolution, if possible,
- The Assistance Animal Registration Information form has been completed and attached to this document.

By my signature below, I verify that I have read, understand and will abide by the Guidelines to possess an assistance animal in on-campus housing

Resident Owner Signature

Date

Disability Services Representative

Date

Housing Representative

Date

Assistance Animal Registration Information

Handler's Name: _____

Handler's Hall and Room #: _____

Handler's Phone: _____

Handler's Email Address: _____

Assistance Animal Type: Service _____ Emotional Support _____

Animal's Name: _____

Breed of Animal: _____ Sex: _____

Physical Description of Animal: _____

Microchipped: _____ Spade/Neuter: _____

Alternate Caregiver for Animal if Owner is Unavailable:

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Roommate/Suitemate Acknowledgement

University Housing allows residents to have an assistance animal (i.e., emotional support animal, service animal, or comfort animal) reside in on-campus housing with the approval of the UH Hilo Disabilities Services Office. One of your roommate/suitemate has been approved to have an assistance animal reside with them. By my signature below, I understand that I will share the common areas of my assigned residential space with the assistance animal approved by this agreement. Should I have any concerns regarding the care and control of the approved assistance animal, I will discuss my concerns with the approved animal's owner/handler and then with my resident assistant or manager if the approved assistance animal owner and I cannot come to an agreement.

Hall: _____ Room #: _____

Resident's Name (print)	Signature	Date
-------------------------	-----------	------

Resident's Name (print)	Signature	Date
-------------------------	-----------	------

Resident's Name (print)	Signature	Date
-------------------------	-----------	------

Resource Contact Information

RA: _____ Email: _____

Manager: _____ Email: _____

Housing Office Email: uhhouse@hawaii.edu Telephone #: **808 932-7403**