

SUNY MORRISVILLE

— EST. 1908 —

Emotional Support Animal **AGREEMENT**

Phone (315) 684-6349

Fax (315) 204-1684

Academic Year: 2023-2024

In accordance with ADA guidelines, SUNY Morrisville welcomes Assistance Animals on our campus. Providing students with disabilities an equal opportunity to enjoy college housing is important in our culture.

Once ESA approval has been determined by the Accessibility Services Center (the “ASC”) & the Office of Residential Life, each student on campus must understand & agree to abide by the following:

1. The animal is the **sole responsibility** of the approved student while on campus – including, all financial commitments, animal actions & behavior. The owner must be in **FULL** control of the pet at all times.
2. You will agree to provide & maintain up to date **flea protection** & assume full remediation, if necessary.
3. You will supply all materials necessary for the care of my pet. Items include, food, water, litter, bedding & medications.
4. You will manage **your pet’s waste** & maintain a clean environment not only for your animal but for the community you live in. Animal waste to be bagged, tied off & taken directly to the residence hall dumpster. Waste may not be disposed of in any bathroom or indoor trash can.
5. Your pet must wear a **leash, collar or harness** when outside your area.
6. The animal is to **remain solely in the primary living area of the student** who is approved for the ESA – including, bedroom, bathroom, hallway for the purpose of entry & exit from the building.
7. Your pet is **NOT ALLOWED to visit non-approved areas** including: the rooms of other students, the main residence hall office, indoor spaces outside the resident hall (unless a secondary agreement is made with the ASC & the Office of Resident Life).
8. Your pet will **GO WITH YOU** if you go off campus for a period of 24 hours or more. Note: if the animal needs access to space outside for relieving itself, the pet should NOT be left alone for greater than 8 hours.
9. If you have a medical/mental health or personal reason why you need **to leave campus**, you will board or arrange for an off-campus designee to collect your animal. If you need assistance with this, please contact your Resident Advisor.
10. If you **change rooms** on campus midyear, you must notify the ASC & the Director of Resident Life. Your approval records must reflect the proper housing assignment for your pet.
11. I will **maintain vaccinations**, as necessary, for my animal during the entire time on the SUNY Morrisville campus.
12. You will take responsibility for **the behavior of your pet** in private & public places.
13. You will be held accountable for **any property damage** caused by your pet.
14. You will insure that the animal will not constitute a direct threat to the **health & safety** of others on campus.

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NECESSARY FORM & PROCEDURES

In order to request approval for an Emotional Support Animal (ESA) on campus, the student must provide the following:

1. A completed ***Emotional Support Animal Request form*** – to the Accessibility Services Center (the ASC) at ASCTesting@morrisville.edu
2. A completed ***Emotional Support Agreement Form*** (THIS form) – email to the ASC.
3. **Vaccination records** (or updated medical records) for your pet including proof of flea mitigation efforts & current rabies. Plus, all appropriate shots from your Veterinary doctor along with the VET form, completed by your pet's doctor.
4. Your **doctor** sign/date the Doctor's form, diagnosing your condition & recommending your use of an ESA on campus.
5. A current, **color photograph** of your pet.
6. Should you have **room mates**, have them email Elizabeth Ackman at ackmaner@morrisville.edu in order to approve of the pet in the room.

The Director of Accessibility Services & the Director of Resident Life will review your request once a complete packet of the above has been submitted. If the request is approved, you will be notified by email by the ASC. No animal is permitted to be in residence prior to final approval. This includes visiting animals.

You are encouraged to print a copy of the approval email & store in your room.

All approvals for an ESA are valid for the **current academic year** in which they have been approved **ONLY**. Full packet requests must be re-submitted for each academic year that you wish to have the animal in residence.

COVID-19

Should you need to be moved to quarantine or isolation due to COVID-19 related concerns, your pet will travel to the new residence with you. You will agree to:

1. Maintain no less than a fourteen (14) day supply of products needed to provide care for your pet, including food, water, litter, bedding or medications.
2. Plan with Residential Life for the safe entry & exit from the building for the purpose of relieving & disposing of pet waste.
3. Make plans to either board or have an off-campus designee get my animal if I must leave due to medical issues from COVID.

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SUNY Morrisville assumes no responsibility for the care & needs of your Emotional Support Animal on our campus. The responsibility for your pet, including care, behavior, maintenance & safety falls solely on you as the owner.

Student Signature: Date:

Student M #/ID #:

Residential Room:

OFFICE USE ONLY

Date: ESA Animal **Agreement** Received:

ASC Office Personnel Signature: Date:

Resident Life Staff Signature: Date:

CONSENT: YES NO