



***GUIDELINES FOR SERVICE  
ANIMALS AND EMOTIONAL  
SUPPORT ANIMALS WITHIN THE  
RESIDENTIAL COMMUNITY***

# GUIDELINES FOR SERVICE ANIMALS AND EMOTIONAL SUPPORT ANIMALS WITHIN THE RESIDENTIAL COMMUNITY

## DEFINITIONS

- A **Service Animal** is an animal individually trained to do work or perform tasks for the benefit of an individual with a disability. The two animals that can legally fulfill this definition are dogs and miniature horses.
- An **Emotional Support Animal (ESA)** is an animal selected to play an integral part of a person's treatment process. The ESA must demonstrate a good temperament and reliable, predictable behavior. An ESA must be prescribed to an individual with a disability by a physician or mental health professional. An ESA is not a service animal.

To be allowed to have either a service animal or ESA reside in campus housing, the student must first contact the Disability Resource Center and complete the appropriate documentation requirements.

## GUIDELINES FOR SERVICE ANIMALS AND EMOTIONAL SUPPORT ANIMALS (ESA)

An exception to the animal and pet policy is granted for approved animals provided that their behavior, noise, odor, and waste do not exceed reasonable standards for a well-behaved animal and that these factors do not create unreasonable disruptions for other residents. If the noise (crying, barking, or meowing especially when student isn't around) is excessive as judged by residence life staff, it is grounds to terminate the student's contract.

The animal must be contained within the student's room at all times, except when transported outside the private residential area. Service animals only may be taken into hallways, lounges, bathrooms, laundry facilities, or other areas of the residence hall. A service animal is allowed to accompany the student into classrooms and/or other buildings on campus. An ESA is not allowed to accompany the student into classrooms and/or other buildings on campus.

## AGREEMENT FOR SERVICE ANIMALS AND EMOTIONAL SUPPORT ANIMALS (ESA)

Once a student has been determined by the Disability Resource Center to qualify to have a service animal or an ESA in Pratt Institute campus housing, the following additional requirements must be met:

- The student is responsible for ensuring all veterinarian-recommended vaccinations are completed and documented. Proof of vaccination is required before moving the animal into the residence. Pratt Institute reserves the right to request an updated verification at any time during the animal's residency.
- The student is responsible for properly containing and disposing of all animal waste in appropriate outside trash dumpsters. Litter boxes should be placed on mats on tiled or vinyl bathroom floor so that feces and urine are not tracked onto carpeted surfaces.
- The student residence may be inspected for fleas, ticks, or other pests as needed. The Residential Life and Housing staff will schedule the inspection. If fleas, ticks, or other pests are detected through inspection, the residence will be treated using approved fumigation methods by a college-approved pest control service. Student will be billed for the expense of any pest treatment. If the problem reoccurs, the student's contract may be terminated.
- The student must register her approved animal with the Disability Resource Center by providing all necessary documentation.
- The student is responsible for assuring that the animal does not unduly interfere with the routine activities of the residence or cause difficulties for students who reside there. **Sensitivity to residents with allergies and to those who fear animals is important to ensure the peace of the residential community.**
- The student is financially responsible for the actions of the animal, involving bodily injury or property damage. This includes, but is not limited to any replacement of furniture, carpet, window, or wall covering as well as cleaning costs considered above the normal cleaning provided for rooms.
- The student must notify the Disability Resource Center in writing if the animal is no longer needed as an emotional support animal or is no longer in residence. To replace one animal with a different animal, the student must file a new request.
- The student agrees to continue to abide by all other residential policies. An exception to the policy that otherwise would prohibit having an animal does not constitute an exception to any other policy.

- Should the animal be removed from the premises for any reason, the student is expected to fulfill her/his housing obligations for the remainder of the housing contract.
- Residential Life and Housing has the authority to relocate a student and the support animal as necessary per current contractual agreements.

**Any violation of the above rules may result in immediate removal of the animal from Pratt Institute’s campus housing. If this occurs, the student has a right to appeal the decision through the Disability Resource Center. By my signature below, I verify that I have read and agree to abide by all the guidelines outlined above.**

Student Signature

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Date

Residential Life and Housing Director

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Date

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**The above student has provided documentation that supports a request for a Service Animal or an Emotional Support Animal (ESA).**

Disability Resource Center Director

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Date

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**Vice President for Student Affairs**

718.636.3639

**Director of Residential Life and Housing**

718.399.4550

**Director of Disability Resources**

718.636.3711

**Pratt**

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