



HOBART AND WILLIAM SMITH
COLLEGES

STUDENT ASSISTANCE ANIMAL AGREEMENT

Name: _____

Phone: _____

Student ID: _____

Type of Assistance Animal: _____

The following guidelines apply to all Assistance Animals on the campus of Hobart and William Smith Colleges ("HWS"):

- Assistance Animals are only permitted on campus with prior approval from the Office of Residential Education ("Residential Education") and are generally only permitted in student housing.
- Accommodations in the form of an "Assistance Animal" are granted on a "per animal" basis—meaning that if a student wishes to bring a new or replacement Assistance Animal to campus, the student must complete a new Assistance Animal Verification Form and receive approval from HWS to bring the Assistance Animal on campus.
- Students will need to re-submit an updated Assistance Animal Verification Form and any other necessary supporting documentation each academic year.
- Assistance Animals are **only** permitted in a student's assigned housing unit and must remain in the privately assigned individual living accommodation (e.g. room, suite, apartment).
- Assistance Animals are **not** permitted in other areas or facilities of HWS. The sole exception to this rule is when the student takes the animal outside for toileting, in which case the animal must be in a carrier or controlled by a leash, harness, or other means.
- Students with Assistance Animals ("Owners") are solely responsible for the animal's care and supervision.



HOBART AND WILLIAM SMITH COLLEGES

- The animal must be under the control of the Owner at all times and must remain in close proximity to the Owner whenever outside the Owner's room.
- All animals living on campus must be licensed and vaccinated.
- Owners are required to abide by all current city, county, and state ordinances, laws, and regulations for animals. Owners are responsible to know and understand these laws.
- Owners will be asked to provide proof that the animal is in compliance with applicable legal requirements regarding licensure and vaccination.
- Owners are responsible for ensuring the animal is well-cared for and fed.
- HWS is **not responsible** for providing care or food to any Assistance Animal, including, but not limited to removing the animal during emergency evacuations for events such as a fire alarm.
- All animals must be housebroken. Owners are responsible for cleaning up after and properly disposing of animal waste in a sanitary and appropriate way. Feces must be secured in a plastic bag and disposed in an outdoor trash receptacle. Indoor animal waste, such as cat litter, must be placed in a sturdy plastic bag and tied securely before being disposed of in outside trash dumpsters. Litter boxes should be placed on mats so that feces and urine are not tracked onto carpeted surfaces.
- Owners are responsible for ensuring that the animal maintains proper hygiene and is free of fleas and other pests. If fleas, ticks, or other pests are detected through inspection, HWS will seek treatment from a pest control service. Owners may be charged for this expense.
- If an animal causes damage beyond normal wear and tear, Owners may be charged for this damage.
- The owner is responsible for any odors, noise, damage, or other conduct of his or her animal that disturbs others or damages the premises.
- An animal cannot stay in HWS housing overnight without its Owner. The animal must leave campus if the Owner leaves overnight, and during all HWS breaks during which the Owner leaves HWS housing.



HOBART AND WILLIAM SMITH
COLLEGES

- The Owner must designate an emergency handler to support the animal's care in emergency situations. The Owner must ensure that the emergency handler is familiar with these policies regarding animal care and supervision.
- Owners are responsible for ensuring that the animal does not cause difficulties for students without animals. Sensitivity to other students with allergies and to those who fear animals is important to ensure a peaceful residential community.
- Assistance Animals may only stay on campus as long as the Owner has a disability-related need for the Assistance Animal. Owners must notify Residential Education if the Assistance Animal is no longer necessary or no longer on campus.
- HWS may require a student to remove an Assistance Animal from HWS if the animal poses a direct threat to the health and safety of others, creates an undue burden on HWS, when the animal's presence fundamentally alters HWS housing or an HWS program or service, or when the student Owner does not comply with the responsibilities outlined above or in the HWS Policy for Student Use of Animals on Campus. Each determination for removal will be made on an individualized basis.

By my signature below, I acknowledge that I have read the HWS Policy for Student Use of Animals on Campus (“Policy”) and that I will abide by the Policy and standards listed on this form. I further acknowledge that Residential Education has the right to reassign me to a different on-campus housing unit if care of the Assistance Animal or its interactions with others interferes with other students’ educational experience. I further acknowledge that if I fail to abide by the Policy, I will be asked to remove my Assistance Animal from Campus.

Signature: _____

Date: _____