

## **OFFICE OF ACCESSIBILITY & ACCOMMODATIONS**

### ***EMOTIONAL SUPPORT ANIMAL (ESA) CODE OF CONDUCT***

All students who have an Emotional Support Animal (ESA) as an accommodation are required to read, understand, and agree to the following policies. These policies exist for the protection of everyone on Culver-Stockton College's campus, *including* the animals being utilized as ESAs.

This document contains an overview of the policies and procedures that students with ESAs are expected to adhere to. **This list is not exhaustive**, and students with ESAs are still required to read and abide by all policies in the Student Handbook.

Please read this document carefully and be sure you can agree to **all** policies and procedures, and understand the potential consequences if the policies are not followed. If you have questions, please let the Office of Accessibility and Accommodations know. After reading this document, please sign and date at the bottom to acknowledge your agreement.

#### **Policies & Procedures for ESAs:**

1. **Your ESA must be up-to-date on all vaccinations**, and their most recent vaccination records must be on file with the Office of Accessibility & Accommodations.
2. **Your ESA must stay in your residence hall room.** If your ESA needs to be taken out of your room for any reason (such as bathroom needs, visiting the vet, or returning home with you on the weekend), the animal **must** be leashed or in a carrier for the entire time it is on campus outside your room. Under **no** circumstances should the ESA ever be wandering the halls or in another student's residence hall room.
3. **Your ESA must be housebroken, and you are responsible for cleaning up after your animal.** This includes cleaning up outdoor bathroom messes for dogs, scooping/changing out cat litter, changing bedding materials for caged animals, and cleaning up indoor "accidents" promptly. You should also sweep or vacuum your residence hall room on a regular basis (at least weekly) to remove hair, dander, and spilled litter or bedding materials.

4. **You are responsible for the health and wellbeing of your ESA**, including regular feeding, providing clean water, play and exercise, and vet visits.
5. **Your ESA must be placed in a cage/kennel when you are not in the room.** The animal may not be outside of the cage unless you are present in the room. The animal must be in a cage when maintenance is being performed in the residence hall room. You must also be present when maintenance staff are completing work orders.
6. **Your ESA must wear identification tags with your contact information in case of an emergency.** Dogs and cats should additionally wear rabies tags.
7. **Your ESA may not be left unattended overnight for any reason, and you may NOT ask another student to care for your animal other than outlined in the Short Term Care Agreement.** If you need to be off campus overnight, you will need to remove your animal from campus. If you will be off campus for a College-related reason, you may designate a short term caregiver using the Short Term Care Agreement with the Office of Accessibility & Accommodations.
8. **Your animal must stay on a flea and tick regiment for the entire time that the animal resides on campus.**
9. **You are responsible for any property damages your animal causes.** This includes such things as chewing, scratching, damages, or stains caused by bathroom messes, or any other damages to the residence hall room or other areas on campus.
10. **Your animal should not bother other students.** This includes: sniffing, jumping, growling, howling, whining, barking continuously, singing, or any other burdensome actions. Your animal may not harm or threaten another person on campus. This includes biting, scratching, snapping, or lunging.