



Please Return to Student Accessibility Services (SAS):

350 New Campus Drive
Albert W. Brown Building
Brockport, NY 14420-2914
sasoffice@brockport.edu

Phone: (585) 395-5409 s Fax: (585) 395-5291

Application for Assistance Animal in the Residence Halls

Requests must be made in advance to Student Accessibility Services (SAS) to allow for a thorough review. The student must submit current licensing and vaccination documentation from the Veterinarian's office to supplement this request. ESAs may not be brought to residence halls until official approval has been given by the Student Accessibility Office.

You do not need an official ESA certification letter so please do not go online and pay for one. You need a letter from a doctor or therapist who has an established relationship with you and has been treating for your disability/medical needs. There are individuals and organizations that sell service animal Assistance Animal/ESA certification or registration documents for Assistance Animals/ESAs online. These documents **do not** convey any rights under the [ADA](#).

Section A: Student Information

This section must be completed and signed by the student.

First:

Last:

Student ID#:

Email:

Phone:

Please describe why you are requesting the ESA. How does the ESA support you in the residence halls?

Animal Information

Assistance Animal's Name:

Breed/Type:

Gender:

Description of the Assistance Animal (color and markings):

First:

Last:

Student ID#: 800

Vet Requirements:

A completed application must include vet documents. Please check that you have submitted each of these documents or indicate when you will be providing documentation.

- ☐ Clean bill of health
- ☐ Immunization Records
- ☐ Updated Rabies Vaccine

Any additional information or plan to get vet documents:

Animal Agreement

By completing this form, you agree to the following:

Responsibilities of Handlers

- Handlers agree to abide by all local/state/federal laws regarding the care and safety of animals.
- If there is any suspicion of animal cruelty, it will be investigated and reported to local authorities if warranted.
- No person owning or having the care, custody or charge of any dog shall permit such dog to be unrestrained. All dogs must be harnessed by a leash which shall not exceed 6' in length.
- The owner is responsible for curbing their pet and picking-up its waste.
- The owner is responsible for the cost of repair for any damage caused by their animal to college property including any expenses incurred due to the need for commercial pest control.
- No animals shall be disruptive to the learning, living, and working environment.
- As per the Americans with Disabilities Act, handlers of Animals classified as a Service Animal are not required to be registered with the University. The University does recommend that the handler of the Service Animal inform the Student Accessibility Services office of the handler's use of a Service Animal. This is for, in the event of an emergency, emergency personnel can be informed to look for the service animal.
- Handlers of an Assistance Animal must inform the Student Accessibility Services office and provide any reasonably requested documentation for the use of the Assistance Animal on campus grounds prior to the animal entering a campus building or athletic field.

Licensing

Every person owning or harboring a dog must obtain and maintain a dog license according to state and local law. The license shall be attached to the collar or harness and worn continuously by the animal.

Vaccination

All animals on campus must be fully vaccinated in accordance with local law and ordinance, which shall include vaccination against rabies. Animals to be housed in college residence halls on campus must have an annual clean bill of health from a licensed veterinarian.

First:

Last:

Student ID#: 800

Removal

Animals may be ordered to be removed by the Campus for being out of control, non-house broken, disrupting the learning, living, and/or working environment, or posing a direct threat to the health and safety of individuals.

Impounding

- Animals at large may be apprehended and delivered to the Town of Sweden Animal Control. The policy of this agency will govern claiming of any animal.
- SUNY University at Brockport shall not be liable for any costs, fees, fines, or any other expenses associated with the impounding or claiming of any animal from the Town of Sweden Animal Control.

Student Signature _____

Date _____

First:

Last:

Student ID#: 800

Section B: Provider and Treatment Information

The following documentation must be completed and signed by the licensed medical professional (i.e. primary care physician, D.O., licensed mental health counselor etc.) who has prescribed the accommodation and who was, and will be, engaged in an **ongoing therapeutic relationship** to provide treatment for the disability. (Please provide additional pages if necessary).

Name:

Practice Name:

Address:

Phone Number:

Signature:

Date:

Is this student currently in ongoing treatment with you?

Initial visit date:

Date of last visit:

Total visits:

Evidence of the disability and the diagnosis related to the need of the assistance animal

Summary of treatment:

Symptoms/functional limitations for which treatment is needed:

Evidence of the **connection/nexus** between the diagnosis/symptoms/limitations and the recommendation for the assistance animal:

How the specific animal will remove barriers in the college environment for this student. If applicable, please also describe how the ESA has helped the student in the past as well:

First:

Last:

Student ID#: 800

Evidence that the student will not be able to use and enjoy the residence hall or to participate in the services or program if an assistance animal is not approved:

When was the animal prescribed as part of the treatment plan?

How is the animal therapeutic? (For animals that are not typically domesticated)