

Wayne State University
Office of Housing and Residential Life
Service/Assistance Animal Policy

POLICY STATEMENT

Wayne State University (“WSU” or the “University”) is committed to providing reasonable accommodations to persons with disabilities, fulfilling its obligations under state and federal law. This policy governs the use of service/assistance animals as reasonable accommodations for persons with disabilities in campus housing.

The health and safety of WSU students, faculty, staff, and service/assistance animals are paramount. Therefore, each request for such an accommodation will be carefully considered and decisions will be made on a case-by-case basis. Requests for an accommodation regarding an assistance animal must be supported by sufficient medical documentation for proper consideration of the request.

WSU will not allow in campus housing any animal that poses a threat to the health or safety of others, would cause substantial physical damage to the property of others, would pose an undue financial and administrative burden, or would fundamentally alter the nature of housing operations.

Students living with service/assistance animals are expected to adhere to the same housing policies as all other residents. In all cases, the owner of the service/assistance animal is responsible for its behavior. Costs associated with cleaning, repairs, and/or pest control required due to the presence of the service/assistance animal in any residence hall and/or apartment will be charged to the animal’s owner.

DEFINITIONS

Service Animals:

A service animal is a dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability. The work or task a service animal has been trained to provide must be directly related to the person’s disability.

Students with service animals are permitted to bring them to places of public accommodation.

University employees should not question an individual about an accompanying service animal if the individual’s disability is readily apparent and the function of the accompanying animal is clear.

In the unusual circumstance when an inquiry must be made to determine whether an animal is a Service animal, a University employee may ask two questions: (1) Whether the animal is required because of a disability, and (2) What work or task the animal is trained to perform.

University employees shall not ask any questions about the individual’s disability. Although a service animal may sometimes be identified by an identification card, harness, cape, or backpack, such identifiers are not required and should not be requested or demanded for any service animal on campus.

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Assistance Animals:

An assistance animal is a companion animal that provides a therapeutic benefit to an individual with a disability. Although an assistance animal does not need to do work or perform specific tasks for the benefit of the individual, it must provide a benefit for the individual. In order to bring an assistance animal into campus housing, a student must first obtain approval from SDS. Students with assistance animals are not permitted to bring them to places of public accommodation.

APPROVAL PROCESS FOR SERVICE/ASSISTANCE ANIMALS IN HOUSING

1. A student seeking to have a service/assistance animal in University Housing must register with Student Disability Services Office (SDS) as soon as possible, preferably at least 30 days prior to move-in. Such a student must provide documentation of a disability to SDS if such documentation is requested.
2. If a student is requesting permission to have an Service/Assistance Animal in campus housing, the student must submit a Service/Assistance Animal Request Form completed by the individual's health care provider OR a signed letter, on professional letterhead, from the individual's health care provider to SDS stating:
 - The nature of the disability condition or impairment
 - Description of the student's current functional limitations
 - The provider's professional opinion regarding the relationships between the disability and the therapeutic benefit provided to the student by the animal.

SDS reserves the right to request additional information from the student.

3. The student must also register online at www.wayne-accommodate.symplicity.com/public_accommodation. Once the registration form is completed, an SDS Specialist will contact the student for an in-person meeting.
4. Each request will be reviewed on an individual basis by an SDS Specialist who will review all required documentation. If SDS approves the service/assistance animal as an appropriate accommodation, it will issue an approval letter to the student.
5. The student must take the letter to the Office of Housing and Residential Life where he or she will complete an application for a service/assistance animal. Approval of the service/assistance animal is conditioned on the student's compliance with the terms of this policy.
6. Accommodation requests must be renewed each year 30 days before the start of the housing license agreement.

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7. All accommodation requests for Campus Housing will be reviewed on a first come first served basis. Submitting a late request could jeopardize a student's ability to have their accommodation granted based on the availability of Housing.

APPEAL PROCESS

Any student wishing to challenge the decision reached in the accommodation process such as disability determination, appropriateness of an accommodation, quality of service, or an animal restriction should first contact SDS. If the matter is not resolved, a request for dispute resolution should be submitted to SDS. Students may also file complaints with the Office of the Ombudsperson (313-577-3487, ombudsoffice@wayne.edu), or the Office of Equal Opportunity (313-577-2280.)

ANIMAL HEALTH AND WELL-BEING

Vaccinations: The animal must be immunized in accord with applicable law. For example, dogs must have a current vaccination against rabies, as well as any other vaccinations required for general health, and cats should have the normal vaccinations required for a healthy animal. Local licensing requirements are to be followed.

Health: The animal must have an annual clean bill of health from a licensed veterinarian. Documentation can be a vaccination certificate for the animal or a veterinarian's statement regarding the animal's health. The university has authority to direct that the animal receive veterinary attention.

Licensing: Michigan law requires that every dog be licensed and provides that service dogs are exempt from the license fee.

Training: Service Animals must be properly trained.

Leash: Service/assistance animals must be on a leash unless the leash would inhibit the animal's ability to be of service or assistance.

RELIEF AREAS/WASTE CLEANUP

A student who uses a service or assistance animal should meet with the Community Director before the start of each semester to discuss procedures for identifying proper waste disposal areas on campus. The student is ultimately responsible for the cleanliness, grooming, and health of the animal and must take responsibility for the proper disposal of all waste. In the event that the student is not physically able to clean up after the animal, it is the responsibility of the student to hire someone capable of cleaning up after the animal.

CONFLICTING DISABILITIES

Some people may have allergic reactions to animals that are substantial enough to qualify as disabilities. Housing personnel will make a reasonable effort to notify students in the residence

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hall/apartment building where the approved animal will be located. In such situations, SDS, in cooperation with the Office of Housing and Residential Life, will consider the needs of all affected persons requiring accommodations in order to resolve the problem as efficiently and timely as possible.

Students with medical condition(s) that are affected by animals (e.g., respiratory diseases, asthma, severe allergies) should contact SDS if they have concerns about exposure to a service/assistance animal arising from their medical conditions. Staff members with such concerns should contact the Office of Equal Opportunity for information about possible accommodations.

REMOVAL OF SERVICE /ASSISTANCE ANIMALS

Service/assistance animals may be removed from campus housing for the following reasons:

1. Out of Control Animal: A student may be directed to remove an animal that is out of control. If the improper animal behavior happens repeatedly, the student may be prohibited from bringing the animal into any university facility, including campus housing, until the student can demonstrate that s/he has taken significant steps to mitigate the behavior.
2. Non-housebroken animal: A student may be directed to remove an animal that is not housebroken.
3. Direct Threat: A student may be directed to remove an animal that the University determines to be a substantial and direct threat to the health and safety of individuals. This may occur as a result of a very ill animal, a substantial lack of cleanliness of the animal, or the presence of an animal in a sensitive area like a medical facility or other laboratory.
4. Disruptive: A service/assistance animal may be removed from University grounds or facilities if it is disruptive (e.g. barking, wandering, displaying aggressive behavior) and, in the case of service animals, the behavior is outside the duties of the service animal.

Where a service/assistance animal is removed from campus housing pursuant to this policy, SDS will work with the student to address any resultant disability-related need for accommodation.

By my signature below, I verify that I have read, understand and will abide by the terms of the Wayne State University Office of Housing and Residential Life Service/Assistance Animal Policy.

Resident Owner Signature

Date

Housing Representative

Date

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Roommate/Suitemate Acknowledgement

I understand that I will share the common areas of my assigned residential space or apartment with the animal approved by this agreement. Should I have any concerns regarding the care and control of the approved animal, I will discuss my concerns with the approved animal's owner and then with the office of Housing and Residential Life at (313) 577-2116 or housing@wayne.edu if the approved animal owner and I cannot come to an agreement.

Resident's Name	Banner ID#	Date
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Resident's Name	Banner ID#	Date
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Resident's Name	Banner ID#	Date
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Approved Animal Registration Form

Owner's Name: _____

Owner's Banner ID#: _____

Owner's Campus Address: _____

Owner's Cell Phone: _____ Work: _____

Animal's Name: _____

Type of Animal: _____

Physical Description of Animal: _____

Please attach a copy of the approved accommodation letter from Student Disability Services. In addition, please attach a veterinarian's verification that the animal has all veterinary-recommended vaccinations to maintain the animal's health and prevent contagious disease. If the animal is a dog, please include a copy of the dog license issued from the appropriate municipality.

City of Detroit Dog Licenses

If you need a dog license from the City of Detroit, you can purchase it at the Detroit Animal Control Center, City Hall, or the Michigan Humane Society. To renew the license by mail, send your dog's rabies vaccination receipt, along with license fee to the Detroit Animal Control Center, 3511 W. Jefferson, Detroit, Michigan 48216. The license fee is \$15.00 for a non-neutered dog and \$10.00 for a neutered/spayed dog.