



## Florida Agricultural & Mechanical University EMOTIONAL SUPPORT ANIMAL AGREEMENT

*Please read the form carefully and complete all information and signatures on pages 4 and 5.*

As a student currently approved for an Emotional Support Animal (ESA), I understand and agree to the following rules and expectations, in addition to all other University rules and regulations:

### 1. My ESA must stay in my assigned residence hall.

- **Living space.** I will keep my ESA in my assigned residence hall room/bedroom space and will only take it out of my residence hall room/bedroom space for nature breaks (allowing the animal to relieve itself), if species appropriate. When my ESA is outside of my residence hall, it must be controlled by a harness, tether, or leash.
  - **If my ESA has a cage, litter box, etc., this will be kept in my residence hall room/bedroom space, not the common room/common bathroom area.**
- **Restrictions.** My ESA is excluded from classrooms, dining halls, laboratories, other campus buildings, other residence halls, campus events or any other location or event with a no-pet policy or that prohibits animals/pets.
- **Containment.** My ESA will be properly contained in my residence hall/bedroom space (defined as harnessed, tethered, leashed, crated, or caged) when I am attending classes or other activities.
- **Repairs.** During repairs to my residence hall/bedroom, I will either be present to manage my ESA or will plan to have it removed during the period of repair. (Housing will notify you of any such repair schedules to allow you to make the necessary arrangements.)
- **Overnight policy.** My ESA cannot be left overnight in University Housing alone or to be cared for by anyone else. If I am absent from my residence hall room/bedroom space overnight or longer, my ESA shall come with me.

### 2. My ESA must be under my control at all times.

- **Supervision.** I am responsible for the supervision of my ESA. The Office of University Housing or any other FAMU entity is not obligated or responsible to supervise my ESA.
- **Containment.** My ESA must be properly housed, restrained, and under my control at all times (defined as harnessed, tethered, on a leash, or held by the owner). If my ESA is loose or is running at large, it is subject to capture, confinement, and immediate removal from University Housing.
- **Behavior.** My ESA has the same behavioral standards as residents, i.e., noise, disruption, destruction. If I have an ESA dog, it will not bark excessively as to cause a disturbance, disrupt

activities or interfere with others residing in the residence hall.

- I shall be held responsible for my ESA's behavior and subsequent consequences.
- I shall be asked to remove my ESA from campus, and it shall be prohibited from University Housing if I am unable to control my ESA's behavior.

**3. I shall limit my ESA from interacting with others.**

- My ESA shall avoid:
  - Contact with others or their personal belongings.
  - Displaying any behaviors or noises that are disruptive or aggressive to others.
  - Blocking any aisle or passageway for fire and/or emergency exits.

**4. I shall abide by FAMU, local, county, and state laws and policies.**

- **Rabies vaccination.** I shall provide rabies vaccination records for my ESA and shall provide updated vaccination records within one week of the vaccination expiration date.
- **Other laws.** I shall obey all current city, county, and state ordinances, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals. It is my responsibility to know and understand these laws. FAMU has the right to ask for proof of compliance with these regulations.
- **Housing policies.** I shall abide by all of FAMU's Housing policies, such as making sure my ESA does not interfere with routine activities of residents or cause problems for others who reside there.

**5. My ESA must be well cared for.**

- **Obligations.** I am responsible for the care of my ESA including feeding, grooming, toileting, veterinary care, and cleaning of the area where my ESA is housed. The Office of University Housing or any other FAMU staff person or entity is not obligated or responsible to care for my ESA.
  - I shall not take my ESA into common areas in my residence hall or in public, unless my ESA is ill or in poor health, and I am transporting it to a veterinarian / veterinary clinic.
- **Disciplinary action.** Any evidence of mistreatment, abuse, neglect, or leaving my ESA unattended for unreasonable periods of time, or other violations of the terms of this agreement, or the ESA Policy, may result in a request that I immediately remove my ESA and/or disciplinary action as described in the University Student Code of Conduct, the Office of University Housing handbook, and/or other applicable University Policies.
- **No ESA/animal babies.** My ESA shall not have a litter/babies. If my ESA does have a litter/babies, I will be violating FAMU's policy and shall be asked to remove the litter/babies immediately. Any damage caused by the litter/babies is my responsibility.

**6. University staff, entities, or emergency personnel/first responders are not responsible to:**

- Provide food for my ESA.
- Supervise my ESA.
- Provide care for my ESA in any way.

- Remove my ESA during emergency evacuations events such as a fire alarms, hurricane evacuations, etc. Emergency personnel prioritize students, and there may be situations that necessitate leaving my ESA behind in an emergency situation. I will not hold them or University staff/entities responsible for the care, damage to, or loss of my ESA.

**7. I am responsible for property damage by my ESA to University property or to the property of others.**

- **Nature breaks.** I will use animal relief areas designated by FAMU for my ESA's nature breaks and must clean up after and properly dispose of my ESA's waste in a safe and sanitary manner. I will check with my residence hall director for waste disposal directions.
- **Damage.** My account shall be billed for any damage caused by my ESA beyond normal wear and tear and for any unmet obligations.
- **Pests.** My living space may be inspected by FAMU personnel for fleas, ticks or other pests as part of routine inspections. If fleas, ticks, or other pests are found, I will be billed for any pest treatment above and beyond standard residence hall pest treatment. FAMU has the right to bill my account for any unpaid bills, for property damage, and/or pest control caused by my ESA.

**8. I shall notify CeDAR in writing if the symptoms/reasons for which my ESA was prescribed have ceased/decreased or if my ESA is no longer needed.**

- My ESA is allowed in FAMU housing as long as it is needed to reduce symptoms of my disability and as part of my prescribed treatment for my disability.
- I will notify CeDAR in writing if it is no longer needed or if it no longer resides in my FAMU residence.
- If a new or replacement ESA is needed due to my disability, I will submit a new application for an ESA accommodation to CeDAR.

**9. FAMU may require me to remove my ESA from University Housing for any of the following reasons. I understand if my ESA is removed from my residence for any reason, I am expected to fulfill the terms of my housing contract.**

- **Risk.** My ESA poses a direct threat to the health or safety of others.
- **Damage.** My ESA causes substantial property damage to University property or the property of others.
- **Health/hygiene.** If my ESA displays poor hygiene or consistent ill health, I may be required to remove my ESA from campus until the situation is remedied.
- **Behavior.** If my ESA's behavior is disruptive, threatening, aggressive, or not under control.
- **Toileting.** If my ESA is not housebroken.
- **Programming.** My ESA's presence fundamentally alters a FAMU program.
- **Responsibilities.** If I do not comply with my responsibilities as set forth above.
- **Disturbance.** My ESA or its presence causes an unreasonable disturbance or interferes with the FAMU community.
- **Expired vaccinations.** I do not provide proof of updated vaccinations within one week of my ESA's rabies vaccination expiration date.

**10. Emergency Contact.** I must provide contact information for an alternative caregiver/emergency contact who will take responsibility of the ESA and remove it from campus should I be unable to care for it (e.g. hospitalization, accident). The caregiver/emergency contact must reside off campus and be available to remove the ESA in a manner appropriate for the animal species and needed care. The ESA must be removed within 24 hours. If the ESA has not been removed after 24 hours, University Housing will consider the ESA abandoned and contact Animal Control to remove it.

**Emergency Caregiver Name:** \_\_\_\_\_

**Relationship to student:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_ **Email address:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**11. Have a plan for your ESA for emergency evacuations. As we live in an area that can be impacted by inclement weather occurrences, as well as other emergencies, plans need to be put in place for your ESA. In the event of an emergency, where the University is ordered to close, Housing will be evacuated.**

- You may not leave your ESA behind in your assigned housing space during a campus closure. Remember ONLY Service Dogs are allowed at regular shelters, ESA's must register with a pet friendly shelter. There are nine pet friendly shelters in Leon County. Your ESA must have proper ID and record of vaccinations to register. Information can be found online at <https://www.petswelcome.com/hurricane-emergency/shelters-near-me?lat=37.7510&lng=-97.8220&state=florida>

**I acknowledge:**

- ☐ If there is an emergency where the FAMU campus is evacuated, I will be responsible for removing my ESA.
- ☐ If I need to isolate or quarantine off-campus due to a contagious, infectious, or communicable illness, I will take my ESA with me or make arrangements for the emergency caregiver to retrieve my ESA.

**12. If my ESA has been removed from University Housing, I will submit a new request through CeDAR to return my ESA to University Housing by:**

- Submitting a letter to the appropriate CeDAR staff member clearly demonstrating the readiness of the ESA to return to campus. If my ESA was removed for health reasons, current documentation from my veterinarian will be provided attesting to my ESA's improved health status.
- The Director of CeDAR, in consultation with the Office of University Housing and/or other necessary parties, will conduct an evaluation in order to make a final determination.

***Your request has been granted for an ESA, subject to the terms above, and the approval is applicable only for that specific animal. The ESA is approved for the Housing contract period. The ESA approval will expire at the end of the Housing contract or when the Rabies vaccination expires, whichever comes first.***

- ***Student must sign this agreement form for each Housing contract to renew their ESA.***
- ***Student must submit updated Rabies vaccination paperwork as needed.***

Animal's Name: _____	Type of Animal: _____	Breed: _____
Color: _____	Age: _____	Size/Weight: _____
Student's Printed Name: _____	Sex of Animal: _____	
Student's Signature: _____	SID: _____	
	Date: _____	

CeDAR Staff Designee Printed Name: _____
CeDAR Staff Designee Signature: _____ Date: _____

Housing Director/Designee Printed Name: _____
Housing Director/Designee Signature: _____ Date: _____
Housing Contract Expiration: _____ Rabies Vaccination Expiration: _____