Residence Facility Service Animal Policy

(Please Print)

First/Last Name: ___________________________________  UFID #:______________________

On-Campus Address: ______________________________________________ Phone #:________________

Service Animal Name/Type:__________________________________________

1. Any person, either seeking campus housing or currently a resident, who needs to have a service animal living with them in campus housing (hereinafter “resident”), in accordance with the Americans with Disabilities Act (ADA), must notify the Department of Housing and Residence Education (DOHRE) in writing at least thirty (30) days prior to the date prospective housing will be needed.

2. Residents are encouraged to register with the University’s Disability Resource Center. http://www.dso.ufl.edu/drc/.

3. When it is not obvious what service an animal provides, only limited inquiries are allowed. Authorized UF personnel may ask two questions:
   a. Is the service animal required because of a disability?
   b. What work or task is the service animal trained to perform?

4. If additional documentation is needed, it should be on letterhead, be typed, dated, and bear the signature of the evaluator. It should also include the name, title, and professional credentials of the evaluator including information about licensure or certification, and complete contact information (e.g. name, address, and phone number of practice).

5. The resident is responsible for the behavior of the service animal in accordance with the Community Standards, Student Conduct Code, all other University rules and regulations, and applicable laws.

6. The resident is responsible for the care and supervision of the service animal all times.

7. The resident must be in full control of the animal at all times. If the resident leaves the residence hall building for more than overnight or extended stay, the service animal may not remain in the residence hall building.

8. The resident must keep the service animal on a leash/lead, or otherwise controlled, at all times when the animal is outside of the residence and/or within the residence area.

9. The resident is responsible for cleaning up all animal waste and disposing of that waste in outdoor dumpsters. Animal waste is not to be disposed of in indoor trash receptacles. The resident will make arrangements with DOHRE to designate specific animal relief areas.
10. The resident must ensure that the DOHRE Animal Intake form is filled out in its entirety and on record in the DOHRE office before the animal takes residence in the community. These forms are available at the DOHRE office.

11. All service animals must continue to be in overall good health. The Animal Intake Form referenced in #10 includes this information and should be completed annually.

12. The university has the authority to temporarily or permanently exclude a service animal from its grounds or facilities if the animal’s behavior is unruly or disruptive or if the animal is in ill health or is habitually unclean. The university has adopted a “one-bite” policy which requires a service animal to be removed from university property after a single occurrence of biting or other aggressive behavior. The decision to exclude a service animal from the university will be made by the University of Florida Police Department if the service animal is deemed an immediate threat to the health and safety of others, or by DOHRE after hearing information from all parties involved if the situation is not an emergency.

13. The resident is responsible for the cost to repair any damage to any person or property caused by the service animal.

14. The Department of Housing and Residence Education encourages the resident to communicate with roommates prior to the semester they are moving in with the animal. Any and all roommates must consent in writing prior to final approval.

I have read, understood, and accept the terms and conditions set forth in this policy.

________________________________________
Signature of Resident/Resident Guardian (if minor) Date

________________________________________
Department of Housing Staff Signature Date

This publication is available in an alternative print format upon request.
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