

Guidelines for Maintaining an ESA or Service Dog within the Residential Community

The following guidelines apply to all approved ESAs and Acknowledged Service Dogs who live in the residential community, unless the nature of the disability of the resident precludes adherence to these guidelines, and permission for a variance from the guidelines has been granted.

Animal Behavior

1. ESA and Service Dog behavior, noise, odor and waste may not exceed reasonable standards and/or create unreasonable disruptions for residents (registered students and resident family members) and RSSP staff.
2. Dangerous, poisonous, and/or illegal animals are not permitted.
3. The approved ESA or acknowledged Service Dog must be contained within the private residential area (room, suite, apartment, enclosed balcony or yard spaces) at all times, except when transported outside the private residential area in an animal carrier or controlled by leash or harness.
4. If leashing interferes with a Service Dog's ability to perform essential tasks, this should be noted during the request for acknowledgement of the Service Dog

Animal Health and Well-Being

1. ESAs and Service Dogs must have all veterinarian-recommended vaccinations to maintain the animal's health and prevent contagious diseases. Documentation of vaccinations is due at the beginning of residency. You are required to provide the updated evidence of vaccination during the animal's residency as the animal(s) receive(s) additional vaccinations.
2. ESAs and Service Dogs are required to wear ID tags with a phone number and vaccine information.

Animal Cleanliness

Residents are responsible for properly containing and disposing of all animal waste, including but not limited to:

1. Indoor animal waste, such as cat litter, must be placed in a sturdy plastic bag and tied securely before being disposed of in outside trash dumpsters. Litter boxes should be placed on mats so that feces and urine are not tracked onto carpeted surfaces.
2. Outdoor waste, such as dog feces, must be immediately retrieved by resident, placed in a plastic bag and securely tied before being disposed of in outside trash dumpsters.
3. With respect to common areas, RSSP reserves the right to designate specific sites indoors/outdoors for animal elimination of waste and to prohibit (even if there is immediate clean up afterwards) animal waste in any other common area.

Resident Responsibilities

1. The resident must secure acknowledgment of their Service Dog or approval of their ESA ([ESA Approval Application](#)).
2. The resident is responsible for assuring that the Service Dog or ESA does not interfere with the routine activities of the residents or cause unreasonable difficulties for students and/or other residents who reside there. Residential community living requires respect for the needs of residents with allergies and those who may fear animals.
3. The resident is financially responsible for all consequences caused by the actions of the accommodation animal, including bodily injury or property damage which may necessitate replacement or repair of damaged furniture, carpet, drapes, or wall covering, etc. If an accommodation animal causes substantial physical damage to the property of others that cannot be reduced or eliminated by reasonable accommodation, the animal may be excluded from living in the residence.
4. The University shall have the right to bill the CalCentral account of the resident for unmet obligations arising for damage caused by an accommodation animal. In the event that the resident is a non-student (Post-Doc, Visiting Scholar, etc.), the resident will be charged through their StarRez Housing Account.
5. The animal user's residence may be inspected for fleas, ticks or other pests once per semester or as needed. If fleas, ticks or other pests are detected through inspection, the residence will be treated using approved fumigation methods by a university-approved pest control service.
6. The resident must notify Cal Housing in writing if the ESA or Service Dog is no longer needed as an accommodation or is no longer in residence.
7. Even if the resident previously obtained permission for an ESA or acknowledgment of a Service Dog, the resident must file a new request if they want to add or replace an ESA, or request a new acknowledgment if their Service Dog changes.
8. Cal Housing has the ability to relocate the resident and their animal as necessary provided the new site is consistent with the terms of the current contractual agreement.
9. RSSP will require ESA or Service Dog user's roommates/suitemates in Residence Halls and/or Single Student Apartments to sign an agreement to be in residence with an ESA or Service Animal. In the event that one or more roommates/suitemates decline to sign, the Resident Director and/or Resident Assistant will resolve the matter on a case-by-case basis.
10. Any violation of the above rules will be reviewed through the Residential Conduct Process. That process affords the resident due process and appeal rights.

By my signature below, I verify that I have read, understand and will abide by the Guidelines outlined here and I agree to provide the additional information required to complete my Request for Approval of an Emotional Support Animal or Acknowledgment of a Service Dog.

Resident Signature: _____

Date: _____