

## **GEORGIA INSTITUTE OF TECHNOLOGY DEPARTMENT OF HOUSING ASSISTANCE ANIMAL PROCEDURE**

Georgia Institute of Technology Department of Housing is committed to making reasonable modifications to its rules, policies, and practices as required by law to afford people with disabilities an equal opportunity to access its programs, services, and activities.

### **PETS**

A "pet" is any animal kept for ordinary use and companionship. Pets, with the sole exception of harmless aquatic fish in aquariums of 10 gallons or less, are prohibited indoors in the Georgia Institute of Technology Department of Housing's residence halls. Assistance animals (Service and Emotional Support Animals), as defined below, are not considered pets.

### **ASSISTANCE ANIMALS**

This policy applies to assistance animals that may be used by individuals with disabilities. The term "assistance animal" is the overarching term that refers to both Service Animals as well as Emotional Support Animals as defined below. Therefore, an assistance animal is an animal that either (1) works, provides assistance, or performs tasks for the benefit of a person with a disability; or (2) provides emotional or other type of support that alleviates one or more identified symptoms or effects of a person's disability.

Georgia Institute of Technology Department of Housing is committed to providing equal access and reasonable accommodations for students with disabilities. If you require disability-related accommodations, contact the Office of Disability Services. For more information visit <http://disabilityservices.gatech.edu/>

Each time you apply for a new Housing contracted period, you need to indicate on the housing application that you require the emotional support animal accommodation.

### **SERVICE ANIMALS**

A "service animal" means any animal that is individually trained to do work or perform tasks for the benefit of a person with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by a Service Animal must be directly related to the person's disability. Examples of such work or tasks conducted by a Service Animal include but are not limited to:

- Guiding people who are blind
- Alerting people who are deaf
- Alerting and protecting a person who is having a seizure
- Reminding a person with a mental illness to take prescribed medications
- Calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack

The provision of emotional support, well-being, comfort, or companionship does not constitute work or tasks for the purpose of this definition. Service Animals considered under this definition include dogs or, in some cases, miniature horses.

Service Animals will be permitted to accompany people with disabilities in all areas of Georgia Institute of Technology's campus and facilities, including Housing, where students, members of the public, and other participants in services, programs or activities are allowed to go. Georgia Institute of Technology Department of Housing does not require documentation, such as proof that the animal has been certified, trained, or licensed as a Service Animal. Additionally, Georgia Institute of Technology Department of Housing cannot ask about the nature or extent of a person's disability to determine whether a person's animal qualifies as a Service Animal.

However, when it is not readily apparent that a dog is a Service Animal, Georgia Institute of Technology Department of Housing staff may make two inquiries to determine whether the dog qualifies as a Service Animal, which are:

- (1) Is the dog required because of a disability?
- (2) What work or task has the dog been trained to perform?

A Service Animal which resides in the Georgia Institute of Technology Department of Housing residence hall must be housebroken (i.e., trained so that it controls its waste elimination, absent of illness or accident) and in public, must be kept under control by a harness, leash, or other tether, unless the person is unable to hold those, or such use would interfere with the Service Animal's performance of work or tasks, in such instances, the Service Animal must be kept under control by voice, signals, or other effective means.

## **EMOTIONAL SUPPORT ANIMALS**

An "Emotional Support Animal" is an animal that provides emotional or other support that ameliorates one or more identified symptoms or effects of a person's disability. Unlike Service Animals, Emotional Support Animals are not required to be trained to perform work or tasks, and they include species other than dogs. Only one Emotional Support Animal is allowed per student.

Before an Emotional Support Animal can move into Georgia Institute of Technology Department of Housing with a person with a disability;

Students seeking an Emotional Support animal must register with the Office of Disability Services and provide appropriate documentation of their disability and the need for the animal. For more information on what constitutes appropriate documentation, please refer to the Office of Disability Services website at [disabilityservices@gatech.edu](mailto:disabilityservices@gatech.edu). Once the appropriate documentation is received, provisional approval for the animal will be communicated to the Department of Housing and to the student. Note: students must also complete the "Accommodation Request due to Disability" step in the online housing application before full approval is granted.

For full consideration, the following steps must be completed, and the documentation uploaded:

- A recent picture of Emotional Support Animal.
- You will also be asked that you have read and agreed to the terms of the Georgia Institute of Technology Department of Housing Service and Emotional Support Animal: Student's Responsibilities and Guidelines Agreement. If your request is approved, you and your roommates will be required to sign the Georgia Institute of Technology Department of Housing Service and Emotional Support Animal Roommate Agreement. The Department of Housing recommends you notify your assigned roommates of your intentions to request an Emotional Support Animal as early as possible.

In the case when an Approved Emotional Support Animal is not accepted by all roommates, the Department of Housing will make every effort to accommodate all affected parties on a case-by-case basis.

The Fulton County animal ordinance requires all pet owners residing in Fulton County, Georgia to license their cats and dogs. It is the responsibility of the Student to obtain and keep current according to the guidelines set forth by Fulton County.

<http://www.fultonanimalservices.com/resources-services/licensing>

It is highly recommended Emotional Support Approved Animals are current on vaccinations as recommended by a licensed Veterinarian for that animal type. It is the responsibility of the Student to obtain and maintain the vaccinations for the safety of animals.

If you have a disability that may be affected by the presence of animals, please contact the Office of Disability Services. Georgia Institute of Technology Department of Housing is committed to ensuring that the needs of all people with disabilities are met and will determine how to resolve any conflicts or problems as expeditiously as possible.

An Emotional Support Animal which resides in the Georgia Institute of Technology Department of Housing residence hall must be housebroken (i.e., trained so that it controls its waste elimination, absent of illness or accident) and must be kept under control by a harness, leash, or other tether, and must not be dangerous to others.

## **SERVICE ANIMAL TRAINEES**

A service dog in training is not allowed to reside in the Department of Housing Residence Halls. For more information regarding Service Animal Trainees, contact Compliance Programs and refer to “Guidelines for Service Dogs in Training” <http://ada.gatech.edu/guidelines-service-dogs-training>

## **RESPONSIBILITIES OF PEOPLE WITH DISABILITIES USING ASSISTANCE ANIMALS**

Georgia Institute of Technology Department of Housing is not responsible for the care or supervision of assistance animals. People with disabilities are responsible for the cost, care, and supervision of assistance animals, including: (1) compliance with any laws pertaining to animal licensing, vaccination, and owner identification; (2) keeping the animal under control and taking effective action when it is out of control; and (3) feeding and walking the animal, and disposing of its waste.

The Student must allow the approved assistance animal to rid itself of waste in the areas designated by the Department of Housing. The Student is responsible for ensuring clean-up of the approved animal’s waste. Waste disposal via plumbing is prohibited in Georgia Institute of Technology Department of Housing residence halls or apartments. Animal waste must be double bagged and placed in the outside trash receptacle. All waste matter including indoor animal litter and bedding, must be placed in a sturdy plastic bag and securely tied up before being disposed of in outside trash dumpsters. Litter boxes and cages should be placed on mats so that waste is not tracked onto carpeted surfaces. Failure to clean up after the assistance animal will result in fines and is subject to termination of the Georgia Institute of Technology Department of Housing Contract. Georgia Institute of Technology Department of Housing will not require any surcharges or fees for

assistance animals. However, The Student may be charged for damage caused by an assistance animal.

## **EXCEPTIONS AND EXCLUSIONS**

Any animal may be excluded from an area in which it was previously authorized to be if; the animal is out of control and effective action is not taken to control it; the animal is not housebroken, or in the case of a support animal that deposits waste in a designated cage or litter box, the owner fails to clean such cage or box daily such that the cleanliness of the room is not maintained; or it poses a direct threat to the health or safety of others that cannot be mitigated by reasonable modifications of policies, practices, or procedures, or the provision of auxiliary aids or services. In considering whether an assistance animal poses a direct threat to the health or safety of others, Georgia Institute of Technology Assistance Animal Review Committee will make an individualized assessment, based on reasonable judgment, current medical knowledge, or the best available objective evidence, to determine: (1) the nature, duration, and severity of the risk; (2) the probability that the potential injury will actually occur; and (3) whether reasonable modifications of policies, practices, procedures, or the provision of auxiliary aids or services, will mitigate the risk.