



EASTERN CONNECTICUT STATE UNIVERSITY

83 WINDHAM STREET • WILLIMANTIC, CONNECTICUT 06226 • 860-465-5000

The Office of AccessAbility Services

Assistance Animal Protocol Highlights

Before Arrival to Campus

- Current and sufficient documentation must be on file at the OAS in order for a student to have the ability to continue to utilize the support animal accommodation. Students should note that documentation for psychological disabilities expires after 6 months and documentation for chronic health disabilities expires after 3 years.
- The support animal must be house-broken prior to its arrival to campus.
- The support animal's cage/crate/litter box must be kept in the Owner's assigned room, not in the common area of a suite, unless there is agreement among the rest of the suitemates. Waste must be bagged and discarded immediately in an outdoor dumpster.
- The animal must wear an owner identification tag (owner name and contact information) any time the animal is on campus.
- The Owner must abide by current city, county, and state ordinances, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals.

After Arrival to Campus

- When a support animal is taken outside of the Owner's private living accommodations, the animal must be in a carrier or controlled by a leash or harness.
- The support animal may not be placed on or come in direct contact with campus furniture such as chairs, couches, tables, or desks outside of the Owner's private living accommodations.
- A support animal may be removed from campus temporarily or permanently if the animal is uncontrollable and/or disruptive.
- Students who have asthma, allergies, or other medical conditions affected by the presence of animals are asked to contact the OAS. The needs of both parties are considered in resolving an issue involving conflicting disabilities.
- The Owner must notify the OAS in writing if the support animal is no longer needed or is no longer in residence.
- If the Owner wants to replace the support animal, the Owner must request the approval of the new support animal through the OAS.
- The Owner must provide written consent for OAS to disclose information regarding the request for a presence of the support animal to those individuals who may be impacted by the presence of the animal. Such information shall be limited to information pertaining to the support animal and shall not include information relating to the individual's disability.
- The Owner is financially responsible for the property damage done by the support animal.



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Leaving a Support Animal Unattended

- Support animals must be removed from college premises if the Owner is away from campus for 24 hours.
- If the Owner is away from the support animal to attend class, etc., the support animal must be contained within the Owner's assigned room, not in the common area of a suite, unless the Owner has designated a roommate or another Eastern student as a substitute caregiver.
- The Owner may not lend out a room key or leave doors unlocked in order for a substitute caregiver to gain access to the support animal, as this is against University policy. If all roommates and suite-mates agree and if available, Housing staff are able to give substitute caregivers access to the Owner's room once per day.
- Support animals must be removed from college premises during break periods (Thanksgiving break, winter break, spring break, summer break). Owners must check out their support animals with Housing staff prior to leaving campus for break periods.
- If an Owner is ill, incapacitated, or unable to return to campus or continue to care for the animal, the Owner may designate an emergency caregiver to assume responsibility of removing the animal from the University. The emergency caregiver must be a person who does not live on Eastern's campus.
- If the support animal is not removed from campus during break periods or if the Owner is away from campus for 24 hours and the University is unable to reach the emergency caregiver, the animal will be considered abandoned and the University will assume responsibility for the support animal, including taking steps to have the animal boarded at a local animal facility.