



Residence Administration
t: (807) 343-8512
resadmin@lakeheadu.ca

Lakehead University Residence – Special Consideration Form: Emotional Support/Service Animals

Residence is by its very nature “High-Density” living – It can be noisy, distracting and is very different from home. It requires students to learn about living communally with others. While most students enjoy this and have excellent experiences living in Lakehead University Residence, we encourage all incoming students to decide for themselves if residence is the best option for them. **Please note that while we try our best to accommodate special considerations, there are some situations where this may not be possible.**

Documentation must include the following:

- Practitioners name, credentials and contact information
- Specific functional limitations with a clear and logical link between the condition and the request for special room consideration
- Other information the health and care practitioner deems relevant to the student's request

Students must submit forms to Student Accessibility Services (SAS). Upon submission to SAS, a discussion will take place with Residence Life Office. Residence Life, Physical Plant and Security will be notified about the location of Emotional Support/Service Animals for evacuation and information procedures while in Residence.

- * Students requiring academic accommodation or other supports for reasons of a disability or health condition must contact the Student Accessibility Services Office Directly.

THIS FORM IS NOT AN APPLICATION FOR HOUSING AT LAKEHEAD UNIVERSITY RESIDENCE. STUDENTS MUST COMPLETE AN ONLINE RESIDENCE APPLICATION FORM AT WWW.LAKEHEADU.CA



CONFIDENTIAL

Section A: Student's Information

Name:
Lakehead Email:
Student ID #:

Please Select Which One Applies to You:

- Residence Halls Student
 Apartment/Townhouse Student
 Residence Life Staff

Student Signature _____ **Date:** _____

Please select which one applies:

- Emotional Support Animal
 Service Animal

Specific Type of Animal Required:

Section B: Health Care Provider's Information

Practitioners Name (Please Print):

I am a legally qualified _____ in the province of Ontario and the following report contains my clinical assessment and considered opinion at this time.

Health Care Providers Signature: _____ **Date:** _____

***Must be signed by the Healthcare Practitioner who has treated your condition**

Name/Address/Phone Number

*Please Use Office Stamp or Attach Business Card

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To be completed by the Health Care Provider:

Patient's Functional Limitation or Health Condition:

Indicate the direct link between the functional limitation/health condition and the requirement for an Emotional Support/Service Animal.

Agreement for Emotional Support/Service Animals on Campus

Licensing Requirements for a Dog or a Cat Approved as an Emotional Support/Service Animal Proof of the following must be provided to the Residence Administration Office:

- Dogs
 1. Proof of up-to-date rabies and distemper vaccinations;
 2. Proof of sterilization (spaying or neutering); and
 3. Each dog over four months old must have a license and wear it on a collar at all times.
- Cats
 1. Proof of up-to-date rabies and distemper vaccinations; and
 2. Proof of sterilization (spaying or neutering).

Special Considerations: Due to the unique living environments of a university setting, i.e., density of population, food preparation, and multi-use of space, some types of animals may not be permitted even if such animals are permitted to be owned in the City. If an emotional support/service animal is not a dog or cat, other restrictions may apply as warranted by the unique living environment.

Responsibility of Persons with Emotional Support/Service Animals

1. The Owner must openly discuss with the Suite Mates to discuss the expectations regarding the animal and complete a roommate agreement form with the presence of the Resident Assistant.
2. The animal must never be let out of the Residence Hall room or Apartment/Townhouse Unit without being attended and under the control of the handler. This means the animal must be on a leash or in a carrier or cage. The owner is liable for all actions of the animal and should be in total control and restraint of the animal at all times.
3. The owner must clean up all messes immediately. Any waste material, including litter, should be placed in a plastic bag and disposed of in an outside trash receptacle. Indoor trashcans should not be used for this purpose.
4. The animal must be properly cared for (Clean living environment) and nourished.
5. The animal must not be unduly disruptive or pose an immediate threat to others. The Director of Residence, Conference and Food Services, or his or her designee, shall be responsible for making such determinations about an animal's conduct within the Residence. If a decision is made that an animal has been unduly disruptive or poses an immediate threat to others, the animal must be removed immediately. The owner may appeal the decision to whichever unit made the decision to remove the animal. The appeal shall be in writing and delivered, as appropriate, to the Residence Administrative Assistant. A decision on the appeal will be made within three business days of receipt of the appeal and will be final.

6. In the event that the Director of Residence, Conference and Food Services, or his or her designee, determines that an animal should be removed from residence, for disruptive behavior, provided the decision is not based on the animal posing an immediate threat or being unduly disruptive (see 8 above), the owner shall be given written notice to remove the animal within 48 hours. The owner will have 24 hours to respond. The response, if any, will be reviewed and a final decision made within the same 48 hour period.
7. All liability for the actions of the animal (bites, scratches, running away, etc.) are the responsibility of the owner. The University encourages owners to consider appropriate liability insurance.
8. The owner is responsible for taking all reasonable precautions to protect the property of the University and its residents.
9. If the owner takes vacation or has extended leave (more than 24 hours), the animal must be removed from the residence area for the vacation period, or appropriate measures taken.
10. The owner will notify a Resident Assistant if the animal escapes.
11. Necessary precautions should be made for Facilities Management and other University personnel to enter the residence room when the owner is not present. The animal must be caged or crated, or removed from the room, during the time that University personnel are in the room. The University is not liable if the animal escapes during one of these visits.
12. Owners of animals are solely responsible for any damage to University property caused by the animal. This shall include, after the owner vacates the premises, any cleaning outside that routinely done for any room. Cleaning services outside those routinely performed may include, but are not limited to, steam cleaning of all carpets and drapes, and abatement for fleas or other pests and odor. If furniture requires replacing, that also shall be the responsibility of the owner. Any such fees will be posted to the owner's individual student account.
- 13. The owner will be responsible for any charges and fees associated with the deep cleaning of the unit upon checking out of residence.**