

Illinois College

EMOTIONAL SUPPORT ANIMAL (ESA) POLICY

Although it is the policy of the Illinois College (IC) that students are generally prohibited from having animals of any type in Campus housing, IC will consider a request by a student with a mental health disability for reasonable accommodation from this prohibition to allow the presence of an emotional support animal (ESA). The College will consider such modification of policy, as mandated by the Fair Housing Act (FHA), in order to assure that the student has an equal opportunity to use and benefit from IC's housing program. This policy explains the specific requirements applicable to a student's use of an ESA in Campus housing. IC reserves the right to amend this Policy as circumstances require.

This policy applies solely to ESAs that may be necessary in Campus housing. It does not apply to service animals, whose presence on campus is explained in the IC Service Animal Policy, which can be found on the Illinois College Disability Resources website. IC reserves the right to amend this Policy as circumstances require.

No ESA may be kept in Campus housing at any time prior to the student receiving approval as a reasonable accommodation pursuant to this Policy. Animals found to be in residence prior to this formal approval must be removed immediately. Failure to abide by this restriction will be considered a violation of the Student Code of Conduct and may result in sanctions, as determined appropriate following a Conduct Investigation.

The presence of ESAs is assigned as a housing accommodation. All rules established for the assignment and support of housing accommodations under the College's general Housing Accommodation Policy and Residential Life's Housing Policy apply to the presence of ESAs unless they are specifically contradicted in this policy.

Definitions

- A. Emotional Support Animal (ESA)
 - a. An emotional support animal (ESA) is an animal the presence of which ameliorates the effects of a mental health disability. Unlike service animals that are trained to perform specific tasks that are important to the independence or safety of their disabled handler, ESAs are generally not trained to perform disability-specific tasks. Their therapeutic support is a function of their presence and interaction with the person with a disability. ESAs are not pets.

B. Service Animal

- a. Under the Americans with Disabilities Act (ADA) a “service animal” is defined as “any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. . . The work or task performed by a service animal must be directly related to the individual’s disability . . .” (28 C.F.R. Part 35.104). Under limited circumstances, a miniature horse can be used in place of a trained dog. (28 C.F.R. 35.136(i)). Service animals are working animals and are not considered “pets.” Pursuant to the ADA, dogs whose sole function is to provide comfort or emotional support do not qualify as service animals.

C. Pet

- a. A domesticated animal kept in the home for pleasure and companionship, rather than for the purpose of assisting persons with disabilities. A pet is considered neither a service animal nor an emotional support animal. Pets are not, therefore, covered by these requirements and related policies. Residents are not permitted to keep pets, except fish, on college property.

D. Individual with a Disability

- a. An individual with a disability is a person who has a physical, sensory, psychiatric, intellectual, and/or other mental impairment that substantially limits one or more major life activities.

E. Owner

- a. The “Owner” is the individual who has requested the accommodation and has received approval to bring an Assistance Animal into Campus Housing.

F. Disability Resources Office

- a. The Disability Resources Office supports Illinois College students through collaboration with students, faculty, and staff to ensure that individuals with disabilities have equal access to all IC programs and activities.

Procedures for Bringing an Emotional Support Animal to Campus

Approval for having an ESA in residence is a seven-step process. It is important to note that the need for an ESA is considered separately from the approval of a specific animal. First, the student must establish their need for an ESA. Approval for a specific animal to serve in that role is reviewed separately. The student may need to consider an alternative to the requested animal. Generally, ESAs approved to reside in IC campus housing are dogs or cats, but the College will consider requests for other commonly domesticated animals on a case-by-case basis.

The full process for requesting an ESA as an accommodation at Illinois College is as follows:

1. An individual with a disability must complete the "Request for Accommodations" google form (the "Request Form") to request an accommodation. The Request Form is available on the Disability Resources website [<https://www.ic.edu/disabilityresources>] or by contacting the Disability Resources email. If the individual requires assistance in completing the Request Form because of their disability, Disability Resources will provide assistance in completing the form.
2. The student will be sent a request form for a medical provider (this can also be found on the Disability Resources website). The student provides specific documentation from a medical provider who can speak to the fact the student has a diagnosed disability and that the disability causes a functional limitation. The provider should speak to the type of animal and how that animal is able to address the functional limitations. This should be a medical provider who is not related to the student and who has an established and ongoing professional relationship with the student, a minimum of 4 appointments. (More information on medical provider requirements is provided in the "Disability Documentation Submission" section of this policy.)
3. Disability Resource Coordinator examines documentation and may ask for clarification or additional documentation.
4. The Disability Resource Coordinator meets with the student for the intake process.
5. If the specific animal is approved, veterinarian records are requested along with the completion of an ESA Animal Information Form and the ESA Policy Agreement Form.
6. If all is completed, a Roommate Agreement form is sent (if there is a roommate).
7. The Disability Resource Coordinator sends a formal email to the student and the Office of Residential Life that the animal is approved.

Even if the student with a disability establishes necessity for an ESA and it is allowed in Campus housing, an ESA is not permitted in other areas of the Campus (e.g. dining facilities, library, academic buildings, athletic buildings and facilities, classrooms, labs, etc.). Permission to bring an animal approved as an ESA into other areas on campus will be considered under a separate process through the Disability Resources Office.

The Coordinator of Disability Resources will decide whether or not to approve the request following its review of the written request, medical certification, and roommate agreement. Barring any extenuating circumstances, notification of approval or denial of

the ESA will be given within 30 days of receiving all required documents from the student.

Timeline

IC will accept and consider requests for reasonable accommodation in campus housing at any time. The individual making the request for accommodation should complete and submit the Request for Accommodations Google Form (“The Request Form”) to Disability Resources as soon as practicably possible before moving into campus housing. However, if the request for accommodation is made fewer than 60 days before the individual intends to move into campus housing, IC cannot guarantee that it will be able to meet the individual’s accommodation needs during the first semester or term of occupancy. The Request Form is available on the Disability Resources website [<https://www.ic.edu/disabilityresources>] or by contacting the Disability Resources email.

If the need for the accommodation arises when an individual already resides in campus housing, he/she should contact (office) and complete the Request Form as soon as practicably possible. IC cannot guarantee that it will be able to meet the accommodation needs during the semester or term in which the request is received.

Housing Accommodations are renewed on an annual basis. Students approved to have an ESA as a reasonable accommodation must follow the annual renewal process as described in the general Illinois College Housing Accommodation Policy ([link](#)) and as described in this document.

Disability Documentation Submission

The individual with a disability is required to provide documentation of the disability and the disability-related need for an emotional support animal. Demonstrating this need requires documentation from a treating medical or mental health provider who is not related to the student and who has an established and ongoing professional relationship with the student, a minimum of 4 appointments. The medical provider who submits the documentation for the ESA should be the provider who is monitoring the use of an ESA as part of a treatment plan.

The documentation that is submitted should certify that the ESA is part of a prescribed treatment plan for the disabling condition which alleviates one or more identified symptoms or effects of the individual’s disability.

Under the Fair Housing Act, a housing provider may request reliable documentation when an individual is requesting the reasonable accommodation of an ESA, and has a disability-related need for the accommodation that is not obvious or otherwise known. Some websites sell letters of support, certificates, registrations, and licensing documents for ESAs to anyone who answers certain questions or participates in a short interview and pays a fee. Generally, such documentation from the internet is not, by itself, sufficient to reliably establish that an individual has a mental health disability, or support the finding that there is a disability-related need for an ESA.

Should the resident provide knowingly false information regarding the need for an ESA, or refuse to follow appropriate direction from College personnel concerning their conduct in relation to the ESA, the College may refer the student to the Student Conduct Board for any decision regarding sanctions.

Due to institutional size, Illinois College is not able to approve more than one ESA per student. Additionally, the size and age of the animal will be taken into consideration for the health and wellbeing of the animal and shared environment with other residents. Typically, only one animal may reside in a housing unit.

Appropriate Animals

Generally, ESAs approved to reside in IC campus housing are dogs (under 40lbs) or cats, but the College will consider requests for other commonly domesticated animals on a case-by-case basis. Animals deemed dangerous or that pose a potential risk to the campus community, as per 720 ILCS 5/48-10, are not permitted.

Should a specific animal not be approved to serve as an ESA, the student may discuss alternatives with their medical provider and continue to work with the Coordinator of Disability Resources to discuss alternative options.

The Owner should consider the living environment and the appropriateness for the type of animal they are requesting. Living conditions the Owner may want to consider include, but are not limited to, number of stairs to/from the living space and outside, air temperature of the living space, available space for the animal's crate, typical noises in space (doors opening/closing, others talking, etc.) Alterations to the living environment are not permitted to accommodate the ESA (i.e. removal of furniture, installation of air conditioning, etc.). Items or processes for the care of the ESA may not violate any established campus or residential life policies (fire hazards, live prey for feeding, etc.).

Veterinary Documentation

The student will be required to provide documentation that the animal is in compliance with all required Illinois state and local requirements associated with licensing, vaccinations, and other health regulations.

The student must abide by current city, county, and state ordinances, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals. It is the student's responsibility to know and understand these ordinances, laws, and regulations. The College has the right to require documentation of compliance with such ordinances, laws, and/or regulations, which may include a vaccination certificate.

Cats and dogs must be spayed/neutered before being brought into the residence hall. Dogs should be at least 12 months old and cats should be at least six months of age, due to requirements for spaying and neutering animals. The College will consider requests for exceptions to this standard on a case-by-case basis.

Roommate Agreement

All roommates of the student must sign a roommate agreement allowing an animal to be in residence with them. In the event that one or more roommates do not approve, either the student and approved animal, or the non-approving roommate(s), as determined by the Coordinator of Disability Resources in conjunction with the Office of Residential Life, may be moved to a different location.

All roommates will receive notification of the situation and be asked to complete the roommate agreement via their Illinois College email account. Roommates will be asked to respond within 5 business days.

Roommates will be informed of the following information regarding their rights and responsibilities:

Emotional Support Animal (ESA) Roommate Rights and Responsibilities

- You are being notified that your roommate is seeking authorization to have an emotional support animal (ESA) reside in your shared on-campus residence. You have the right to decline living with another student's ESA. To decline, you must notify Residence Life within 5 business days of receiving this notice.
- The ESA is allowed only in the ESA owner's private bedroom and may not enter other bedrooms or common areas (e.g., kitchens, living rooms, bathrooms).
- The ESA owner is solely responsible for the ESA's care, supervision, and control at all times.

- The ESA owner is responsible for any damage or injuries caused by their animal and must take appropriate precautions to prevent property damage or personal injury.
- The Residential Life Office may inspect the residential unit on a regular basis as part of routine health and safety checks of all residential space. If fleas, ticks, or other pests are detected through inspection, the unit will be treated using fumigation methods by college approved pest control services. Those costs will be billed to the ESA owner.
- You may review the full scope of the ESA owner's rights and responsibilities by reviewing the College's ESA Policy, which is available on the Disability Resources website or upon request submitted to the Coordinator of Disability Resources.
- You may email Residential Life [reslife@ic.edu] if the animal exhibits behavior that is disruptive, threatening, unsanitary, or otherwise concerning. You agree to participate in the student conduct process or any legal action, should the information you report warrant your involvement.
- If you have a medical condition or disability that would be negatively impacted by the presence of this ESA, you have the right to request your own accommodation through the Disability Resources office.
- You agree to allow the approved animal in the room or apartment/house and have no known allergies to the animal. If you should change your mind or develop allergies to the animal, **you will be required and agree to move to another on-campus space**. The Office of Residential Life will take into account your preferences. However, placement will be done without guarantee of those preferences. The Office of Residential Life will make your placement as space permits.
- You assume no financial or legal responsibility for the actions of the animal such as bodily injury or property damage, including but not limited to any replacement of furniture, carpet, drapes, wall covering, etc.
- After reviewing the above information, you understand and agree to the above outlined rights and responsibilities. You agree to live with an ESA assigned to your roommate.

Approval

The Coordinator of Disability Resources will review all submitted documentation and information shared in the interactive interview and provide a summary of their recommendation to the Housing Accommodation Review Team. The team will meet to determine if an ESA is an appropriate accommodation, following its review of the

request, and confirmation, by the Coordinator of Disability Resources, of receipt of medical certification.

If there are any concerns about a specific animal serving as an ESA, the Housing Accommodation Review Team may need to have an additional meeting to review these concerns.

Barring any extenuating circumstances, notification of approval or denial of the ESA will be given within 30 days of receiving all required documents from the student.

The college will not ask the individual with a disability to pay a fee or surcharge for an approved ESA to move onto campus; however, if Residential Life determines that damages occurred in the room due to the presence of an ESA, the owner will be held financially responsible for those costs. This charge will be determined and communicated to the owner from Res Life staff.

Emotional support animals approved by the Coordinator of Disability Resources are allowed for an individual with a disability as a housing accommodation within the individual's private residential area. Emotional Support Animals must generally be kept in the individual's room at all times. An ESA is not allowed in shared spaces, including common areas in suite-style residence. An ESA must be kenneled/caged if a student is not in the residence. This includes when a student has left the room to attend classes and dining. ESA(s) are prohibited from all other areas of campus, including but not necessarily limited to other residence halls, administrative offices, library, classrooms, auditoriums, dining areas, and athletic venues.

When the ESA is transported outside (e.g., for veterinary appointments, to allow the animal to relieve itself, etc.) it must be in an animal carrier or controlled by a leash, harness, or other tether. All emotional support animals, if taken outside the private residential area, must also wear identification tags with contact information, and, if applicable, vaccination information.

Animals deemed dangerous or that pose a potential risk to the campus community, as per 720 ILCS 5/48-10, are not permitted.

In considering whether to approve an animal for residence, the college will consider the following:

- A. The space needed for the cage/crate in which the animal will be housed is too large for available assigned housing space

- B. The animal's presence is problematic for another individual living in housing (e.g., because of allergies or fears)
- C. The animal's presence is disruptive to the housing environment for other residents (e.g., because of noise or odors)
- D. The animal is not housebroken or is unable to live with others in a reasonable manner
- E. The animal poses health risks from zoonotic diseases or safety concerns regarding containment that cannot be sufficiently mitigated for inclusion in the communal living setting
- F. The animal's vaccinations are not up-to-date
- G. The animal poses or has posed in the past a direct threat to the individual or others such as aggressive behavior towards or injuring the individual or others; or
- H. The animal causes or has caused excessive damage to housing beyond reasonable wear and tear

Annual Renewal of ESA Accommodation

Students must re-apply to have an ESA as a reasonable accommodation on an annual basis. The student must complete the following steps to apply for renewal of their ESA accommodation:

- Complete and submit an ESA renewal application form
- Submit a new medical provider form, completed by the student's medical provider
- Sign the most recent version of the ESA policy
- Submit updated veterinarian documentation
- Submit a current, full body image of the ESA
- Provide names of Roommates so the Roommate Agreement can be completed

Upon successful completion of these steps, Disability Resources will review the submitted documentation. If there are any changes in the student's medical documentation or in relation to the ESA being requested, the student will need to complete an interactive interview with the Coordinator of Disability Resources.

Responsibilities of the Student Owner/Handler of an Emotional Support Animal

If the College approves an Owner's request to live with an ESA, the Owner is solely responsible for the custody and care of the ESA and must meet the following requirements:

A. General Responsibilities

1. The Owner must abide by current city, county, and state ordinances, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals. It is the Owner's responsibility to know and understand these ordinances, laws, and regulations. The College has the right to require documentation of compliance with such ordinances, laws, and/or regulations, which may include a vaccination certificate.
2. The Owner is required to clean up after and properly dispose of the animal's waste in a safe and sanitary manner and, when provided, must use animal relief areas designated by the College.
3. The Owner is required to ensure the animal is well cared for at all times. Any evidence of mistreatment or abuse may result in immediate removal of the ESA and/or discipline for the responsible individual.
4. An individual with a disability may be charged for any damage caused by the ESA beyond reasonable wear and tear to the same extent that it charges other individuals for damages beyond reasonable wear and tear. The Owner's living accommodations may also be inspected for fleas, ticks or other pests if necessary as part of the College's standard or routine inspections. If fleas, ticks or other pests are detected through inspection, the residence will be treated using approved fumigation methods by a College-approved pest control service. The Owner will be billed for the expense of any pest treatment above and beyond standard pest management in the residence halls. The College shall have the right to bill the Owner's account for unmet obligations under this provision.
5. The Owner must fully cooperate with Illinois College personnel with regard to meeting the terms of this Policy and developing procedures for care of the animal (e.g., cleaning the animal, feeding/watering the animal, designating an outdoor relief area, disposing of feces, etc.).
6. The Owner agrees to abide by all equally applicable residential policies that are unrelated to the individual's disability such as assuring that the animal does not unduly interfere with the routine activities of the residence or cause difficulties for individuals who reside there.
7. The Owner is responsible for ensuring that the ESA is contained, as appropriate, when the Owner is not present.

8. ESAs may not be left overnight in Campus Housing to be cared for by any individual other than the Owner. If the Owner is to be absent from his/her residence hall overnight or longer, the animal must be removed from campus.
9. The animal is allowed in Campus housing only as long as it is necessary because of the Owner's disability. The Owner must notify the Disability Resources Office in writing if the ESA is no longer needed or is no longer in residence. To replace an ESA, the new animal must be necessary because of the Owner's disability and the Owner must follow the procedures in this Policy for consideration of a specific animal to serve as an ESA.
10. College personnel shall not be required to provide care or food for any ESA including, but not limited to, removing the animal during emergency evacuation for events such as a fire alarm. Emergency personnel will determine whether to remove the animal and may not be held responsible for the care, damage to, or loss of the animal.
11. The individual must provide written consent for Disability Resources to disclose information regarding the request for and presence of the ESA to those individuals who may be impacted by the presence of the animal including, but not limited to, Residence Life personnel and potential and/or actual roommate(s)/neighbor(s). Such information shall be limited to information related to the animal and shall not include information related to the individual's disability.
12. Notwithstanding the restrictions set forth herein, the ESA must be properly housed and restrained or otherwise under the dominion and control of the Owner at all times. No Owner shall permit the animal to go loose or run at large. If an animal is found running at large, the animal is subject to capture and confinement and immediate removal from College housing.
13. The Owner must identify, and provide contact information, for an Emergency Contact who does not reside in Campus housing and who will be responsible for taking charge of the ESA should the Owner be unable to care for the animal in the residence hall. This Emergency Contact must be prepared to remove the animal from the residence hall within 12 hours of notification.

B. Animal Behavior

1. All animals must have all required vaccinations necessary to maintain the animal's health and prevent contagious diseases. The College reserves the right to request updated verification at any time.
2. If state or local licenses are required for the animal, they must be obtained and kept current in compliance with the local jurisdiction requirements. The Office of Residential Life and the Coordinator of Disability Resources reserve the right to request proof of licensing at any time.
3. All animals residing on campus must be housed in acceptable conditions within the residential area (e.g., appropriately sized crate/carrier, ability to move freely through the residential area, etc.).
4. All animals must be treated humanely. If mistreatment is reported, The Coordinator of Disability Resources will review the report with the student. Any reports of mistreatment may be referred to the Associate Provost of Student Success for review of violation of College community standards and policies or the rules and responsibilities set forth herein.
5. Animals must be boarded should the student leave his/her residence for more than 24 hours. Emotional support animals are the sole responsibility of the owner and appropriate arrangements for the animal's care must be made off campus should the student be away from the residence for more time than meets the need of the animal.

C. Animal Cleanliness and Waste

1. The student is responsible for properly containing and disposing of all animal waste as follows:
 - a. Indoor animal waste, such as cat litter, must be placed in a sturdy plastic bag and tied securely before being disposed of in outdoor trash receptacles. Litter boxes should be placed on mats so that feces and urine are not tracked onto carpeted surfaces.
 - b. Outdoor animal waste, such as dog feces, must be immediately retrieved by the student, placed in a plastic bag and securely tied before being disposed of in outdoor trash receptacles. For visually impaired students, a

designated area for service and emotional support animal waste will be agreed upon in advance.

- c. In the event that the student does not get the animal to their designated relief area and the animal has an “accident,” it is the student’s responsibility to remove and properly dispose of any waste. Indoor “accidents” are expected to be cleaned with appropriate disinfectant cleaning supplies.
2. The student must see that the animal’s cleanliness is maintained. This includes taking care of any excess fur, odor, and taking reasonable precautions to avoid flea, tick, or pest infestations. The student has an obligation to make sure that the residential area is as clean as those without an animal. Regular and routine cleaning of floors, kennels, cages, and litter boxes must occur. The odor of an animal emanating from the residence is not acceptable.
3. Animals may not be bathed in the shower rooms, bathtubs, water fountains, or sinks of campus housing. Students should locate local community areas to bathe the emotional support animal.
4. Students should work with the Coordinator of Disability Resources to identify the most appropriate locations to launder animal bedding using campus washing and drying facilities.

Violation of Rules and Responsibilities

Any violation of these rules and responsibilities will be reviewed by the Coordinator of Disability Resources and other appropriate personnel on campus. Any students in violation of these rules and responsibilities may face disciplinary action and may, depending on the totality of the circumstances, be required to remove the animal and/or pay for destruction of property.

A decision to require removal of an emotional support animal and/or payment for destruction of property will be made initially by the Coordinator of Disability Resources working in conjunction with the Office of Residential Life. If a student disagrees with the decision, the student will be permitted an appeal of that decision to the Associate Provost of Student Success. The Associate Provost of Student Success will review all pertinent information and may decide to affirm the decision, overturn the decision, or impose conditions upon the continued presence of the emotional support animal and/or

payment to the College for destruction of property. The decision of the Associate Provost of Student Success will be final.

Notwithstanding the foregoing, Illinois College has the right to immediately address any situation that is potentially harmful to the health and safety of others, including, but not limited to, requiring the immediate removal of an emotional support animal, or entry into the student's private residential area.

Removal of Animal

In addition to the reasons set forth above, Illinois College may ask the student to remove an animal from the premises if:

- the animal is not housebroken;
- the animal is out of control and the student does not take effective steps to control it;
- the animal causes substantial property damage to the property of others;
- the animal's presence results in a fundamental alteration of the College program;
- the animal poses a direct threat to the health and safety of others, such as if the animal bites another person without provocation or demonstrates unprovoked aggressive behavior toward another person or animal (even if there is only a single occurrence of such behavior).

The College will base such determinations upon the consideration of the behavior of the particular animal at issue, and not on speculation or fear about the harm or damages an animal may cause. Any removal of the animal will be done in consultation with Disability Resources and Residential Life.

Should the emotional support animal require removal from the premises for any reason, the student is expected to fulfill his/her housing obligations for the remainder of the housing agreement.

If an animal is banned from campus, the student with a disability will have the right to engage in a deliberative process to determine if effective participation can occur with other appropriate accommodations. This process will be initiated by the student reaching out to the Disability Resources Coordinator and requesting to discuss alternative accommodations.

Appeals

A decision to require removal of an emotional support animal and/or payment for destruction of property will be made initially by the Coordinator of Disability Resources working in conjunction with the Office of Residential Life. If a student disagrees with the decision, the student will be permitted to submit an appeal of that decision to the Associate Provost of Student Success. The Associate Provost of Student Success will review all pertinent information and may decide to affirm the decision, overturn the decision, or impose conditions upon the continued presence of the emotional support animal and/or payment to the College for destruction of property. The decision of the Associate Provost of Student Success will be final. If the ESA is excluded from Campus Housing, the animal must remain off campus during any appeals process.

After an appeal is made to the Associate Provost of Student Success, the Disability Resources Office is not involved in the dispute process beyond sharing requested information with the Associate Provost of Student Success. The student will need to follow campus appeal procedures as outlined by the Associate Provost of Student Success.

Emergency Response

Should an emergency situation occur which requires evacuation or other action from the student, College personnel will attempt to keep the animal and the student together. However, the College's primary efforts will be toward ensuring the physical safety of the student and all other students, which may necessitate leaving the animal behind in certain emergency situations.

In the event that the student owner/handler requires transportation by emergency personnel, every effort will be made to keep the animal with the student. When it is not possible to keep the animal with the student owner/handler, the College may contact the emergency contact on file and/or a local animal welfare agency for temporary boarding until the student owner/handler is able to return to campus or retrieve the animal. In this event, the student will be responsible for boarding costs.

College personnel will not be required to provide care or food for any animal including, but not limited to, removing the animal during an emergency. In such an event, College personnel will determine whether to remove the animal and may not be held responsible for the care, damage to, or loss of the animal.

The Owner must identify, and provide contact information, for an Emergency Contact who does not reside in Campus housing and who will be responsible for taking charge of the ESA should the Owner be unable to care for the animal in the residence hall. This Emergency Contact must be prepared to remove the animal from the residence hall within 12 hours of notification. If the Emergency contact cannot/will not pick up the ESA, the ESA will be removed to a local boarding facility and boarded at the Owner's expense.

(Name: _____ Contact Telephone # _____)

Acknowledgement and Release of Information Consent

With my signature below, I verify that I have read and understand the above, and I agree to abide by the requirements applicable to emotional support animals. I understand that if I fail to meet the requirements set forth in the agreement, Illinois College has the right to require removal of the animal, and I will nonetheless be required to fulfill my housing, academic, and all other obligations for the remainder of the term.

I give permission for the Coordinator of Disability Resources to disclose to others impacted by the presence of my animal, including the Office of Residential Life staff and potential and/or actual roommate(s) and neighbor(s), that I will be living with an animal as an accommodation. I understand that this information will be shared with the intent of preparing for the presence of the animal and/or resolving any potential issues associated with the presence of the animal. I will hold Illinois College harmless from any liability for disclosing such information.

I further recognize that the presence of the animal may be noticed by others visiting or residing in campus housing and agree that the Office of Residential Life or Disability Resources staff may acknowledge the presence of the animal and explain that under certain circumstances animals are permitted on campus for persons with disabilities.

(form to be signed by students as contract in Google Form format)