

# KANSAS CITY ART INSTITUTE

Name of Policy: Emotional Support Animals
Source: Student Affairs
Date Revised: July 2018
Form to Complete: contact the Disability and Academic Support Services Office to initiate the process

## **Policy:**

KCAI recognizes the importance of emotional support animals to students with disabilities. The following policy is intended to create an educational and campus environment that allows those students who depend on emotional support animals equal access to our campus housing.

## **I. Definitions**

*Emotional Support Animal* – An emotional support animal has been defined as an animal that alleviates the symptoms of an identified disability, without meeting the ADA’s definition of a service animal.

## **II. KCAI Policy Regarding Emotional Support Animals**

Access to a properly documented emotional support animal is protected under The Fair Housing Act, and will be allowed in campus housing, except in situations where the animal poses a substantial threat to public health and safety, or situations where the animal’s presence creates an undue financial or administrative burden for the school. Emotional support animals, unlike service animals, are not allowed to accompany the student to other events and facilities. **This includes studios, classrooms, and other campus buildings and services outside the Living Center.**

### Responsibility for Damage, Injury, and Cost of Care

Students are responsible for any damage or injury caused by their animals and are expected to take appropriate precautions. Students are also responsible for the cost of care, and any arrangements involving the animal’s wellbeing.

The animal should be kept on a leash at all times, except in circumstances where a leash would hinder the task that the animal is trained to provide. In such circumstances, the animal should be trained to respond to the voice commands of the student or the animal’s handler. It’s also recommended that the animal wear some type of commonly recognized identification that identifies the animal as a working animal.

Students are required to clean up and dispose of the waste created by their animals. If the student is incapable of fulfilling this responsibility, then the student is responsible for hiring someone to do so.

#### Failure to Meet Certain Obligations May Result in the Removal of the Animal

Any animal that proves disruptive within the living environment will be escorted from the premises, along with the student, until the student can regain control of the animal's behavior. If disruptive behavior continues to occur over an extended period of time, the student may be prohibited from bringing the animal into the Living Center until able to demonstrate that significant steps have been taken to address the cause of the disruption.

Any animal that is not house broken will also be removed from the premises, as will any animal that is determined to pose a direct threat to the health or safety of those around it. Any animal that is determined to be threatened by a basic lack of care will also be removed.

#### Shared Living Arrangements and Conflicting Disabilities

If students with an emotional support animal are assigned to shared living arrangements, the roommates or suitemates of those students will be asked to sign an agreement allowing the emotional support animal to reside in the room or suite. In the event that a student refuses to sign the approval, then either the student-owner and animal, or the dissenting student, will be invited to move to a different location. Decisions of this type will be made on a case-by-case basis and will be determined by the availability of various living arrangements at the time of the decision.

There may also be students who have allergic reactions to the animal in question. If those reactions are severe enough to qualify as a disability, then the students involved, Campus Housing, and the Disabilities and Academic Support Coordinator will work toward a resolution of the problem.

#### Local Emergency Contact for Emotional Support Animal

Emotional support animals should not be left by their owner for extended periods of time. If travel involving an overnight stay is required, and if the animal is not to accompany the student, then the student is responsible for arranging for the animal's care. In the event a student experiences an emergency which takes them off campus or away from their animal, the student must provide a local emergency contact who will collect and care for the animal at such time. Emotional Support animals may only be on KCAI's campus with the student they are registered to assist. As such, roommates, floormates, or other KCAI students living on campus may not be considered a local emergency contact. The local emergency contact should be prepared to collect and care for the animal when they are contacted by KCAI staff. If you do not have a local emergency contact, local veterinary offices or animal hospitals may be available to assist. KCAI does not provide a list of local options, nor do we transport animals.

### **III. Procedure:**

Students requesting the presence of an emotional support animal should be prepared to provide appropriate documentation from a physician or mental health professional. The documentation should include a statement regarding the student's disability, an explanation of how the animal will lessen the effects of the disability, and a recommendation that the animal be allowed to reside with the student in campus-directed housing. The Disabilities and Academic Support Services office can provide a form to be filled out by a physician or therapist upon request. All documentation should be submitted to the Disabilities and Academic Support Coordinator. Once the documentation is received, the Disabilities Coordinator will contact the student to review the documentation, and if the documentation is considered appropriate, the student and Coordinator will discuss the necessary arrangements involved in bringing the animal to campus.

I have read and understood the policies outlined above, and agree to abide by them:

Student:	Date:
Coordinator:	Date:
Assistant Dean of Students (Chequers only):	Date:
Assistant Director for Housing & Student Activities (Living Center):	Date:

As the roommate of the student requesting the animal, I agree to allow the animal to reside in the dorm room that I currently occupy, and to abide by the policies outlined above.

Roommate:	Date:
Roommate:	Date:

The following individual or business may be contacted as my local emergency contact for my emotional support animal in the event of an emergency which separates me from my animal. I understand that this person or business will be caring for my animal off campus during my absence. I understand KCAI staff will contact my local emergency contact at the time of my emergency. It is my responsibility to communicate my animal's needs with my local emergency contact.

Contact Name:
Contact Phone Number:

