



# COLLEGE of CENTRAL FLORIDA

## POLICY MANUAL

<b>Title:</b> SERVICE ANIMALS ON CAMPUS	<b>Number:</b> 3.29	<b>Page:</b> 1 of 4
<b>See Procedures:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Legal Authority:</b> Florida Statutes 413.08, 1000.05, 1001.02, 1001.64, 1004.65, Title I of the Americans with Disabilities Act, Title II of the Americans with Disabilities Act, Title III of the Americans with Disabilities Act, Americans with Disabilities Amendment Act, Section 504 of the Rehabilitation Act of 1973	<b>Board Adoption/Revision Approval Dates:</b> 9/26/18	

The College of Central Florida is committed to providing reasonable accommodations to persons with disabilities and to fulfilling its responsibilities under the Americans with Disabilities Act (ADA), the Americans with Disabilities Amendment Act (ADAA), Section 504 of the Rehabilitation Act and Florida Statute 413.08.

### I. Rule

- A. Students with disabilities are permitted to bring service animals onto College property in accordance with Title II of the Americans with Disabilities Act, Florida Statute 413.08, and as provided in this policy.
- B. Visitors with disabilities are permitted to bring service animals onto College property in accordance with Title II of the Americans with Disabilities Act, Florida Statute 413.08, and as provided in this policy.
- C. Employees with disabilities are permitted to bring service animals onto College property in accordance with Title I of the Americans with Disabilities Act and as provided in this policy.
- D. Service-animal trainers are permitted to bring service-animals-in-training onto College property in accordance with Florida Statute 413.08(8) and as provided in this policy.

### II. Definitions

#### A. Service Animals for Students and Visitors

As defined by the ADA, a service animal is any dog that is individually trained to do College of Central Florida does not discriminate against any person on the basis of race, color, ethnicity, religion, sex, pregnancy, age, marital status, national origin, genetic information, sexual orientation, gender identity, veteran status or disability status in its programs, activities and employment. For inquiries regarding nondiscrimination policies contact Dr. Mary Ann Begley, Title IX Coordinator, Ocala Campus, Building 3, Room 116, 3001 S.W. College Road, 352-291-4410, or Compliance@cf.edu.

work or perform tasks for individuals with disabilities, including physical, sensory, psychiatric, intellectual, or other mental disability. Florida Statute 4.13.08 defines a service animal as a dog or miniature horse that is trained to perform tasks for an individual with a disability. These tasks include activities such as guiding a person who is visually impaired or blind, alerting a person who is deaf or hard of hearing, pulling a wheelchair, assisting with mobility or balance, alerting and protecting a person who is having a seizure, retrieving objects, alerting an individual to the presence of allergens, providing physical support and assistance with balance and stability to an individual with a mobility disability, helping an individual with a psychiatric or neurological disability by preventing or interrupting impulsive or destructive behaviors, reminding an individual with mental illness to take prescribed medications, calming an individual with posttraumatic stress disorder during an anxiety attack, or doing other specific work or performing other special tasks. A service animal is not a pet. The crime-deterrent effect of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for purposes of this definition.

#### B. Animals for Employees

An employee with a disability who wishes to bring a service animal on campus as part of a reasonable accommodation request shall contact the ADA Coordinator for Employees for approval and shall with comply with provisions of this policy.

#### C. Service Animals In-Training for all Individuals

A service animal in-training is an animal brought onto campus by a trainer for the purpose of training the animal to become a service animal for the individual with a disability and is allowed in accordance with Florida Statute 413.08 and the provisions of this policy.

### III. Access to Areas

Individuals with disabilities, student trainers, and visiting trainers shall be permitted to be accompanied by their service animals in all areas of the College's facilities where students, faculty, staff, members of the public, participants in services, programs or activities, or invitees, as relevant, are allowed to go.

Pursuant to the ADA, the College will allow service animals to accompany individuals with disabilities in all areas of the facility where the public is normally allowed to go.

### IV. Inquiries & Requirements

The College shall not ask about the nature or the extent of a person's disability. No documentation—such as proof that the animal has been certified, trained, or licensed as a service animal—is required. A student, visitor, or trainer is not required to register the service animal with the College in order to be accompanied by a service animal. However, when the need for a service animal or visitor is not readily apparent—such as the animal is guiding an individual who is blind or visually impaired, pulling person's wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability—College staff may *exclusively* ask the following two inquiries of the individual:

1. Is the animal required because of a disability?
2. What work or task has the animal been trained to perform?

## V. Responsibilities, Care and Supervision of Animals on Campus

Individuals who bring a service animal on campus are responsible for complying with the College's policies. The College is not responsible for the care or supervision of a service animal.

### A. Responsibility for the Animal

1. The owner/handler is fully responsible for:
  - a. the care and supervision of the animal (including toileting, feeding, grooming, veterinary care, and cleaning up after the animal, including any associated costs for cleaning;
  - b. the well-being of the animal; and
  - c. any damage or injury caused by the animal.
2. Evidence of mistreatment or abuse of a service animal may result in the immediate remove of the animal and reporting to the appropriate local agency.

### B. Animal Health and Hygiene

1. Animals must be current on all state and local vaccination requirements. The College, in its discretion, may require the owner/handler to provide documentation establishing that vaccination requirements have been met.
2. Animals must be housebroken.

### C. Control over the Animal

A service animal shall be under the control of its handler. A service animal shall have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control (i.e. voice control, signals, or other effective means).

### D. Identification

The College cannot ask about the person's disability, require medical documentation, require a special identification card or training documentation for the service animal, or ask that the dog demonstrate its ability to perform the work or task.

## VII. Removal of a Service Animal

Upon approval of the President, or his designee, the College may ask an individual with a disability to remove a service animal from the premises if:

1. the animal is out of control—for example, uncontrolled barking, wandering, displaying aggressive behavior—and the animal’s owner/handler does not take effective action to control the animal; or
2. the animal is not housebroken.

If the College properly excludes a service animal, the College shall give the individual with a disability the opportunity to participate in the service, program, or activity without having the service animal on campus.

## VIII. Conflicts

Students who come into contact with an animal on campus regularly and who experience reactions to the animal—for example, allergies or a fear of dogs/animals—should contact the Office of Accessibility and Counseling Services.

Employees who come into contact with an animal on campus regularly and who experience reactions to the animal—for example, allergies or a fear of dogs/animals—should contact the Office of Human Resources.

Concerns about the behavior, toileting, health or handling of the animal should be addressed to the handler and to the ADA Coordinator for Employees.

Discrimination complaints regarding service animals should be addressed to the College’s Equity Officer and will be resolved pursuant to the College’s Discrimination, Harassment and/or Sexual Harassment Complaint Procedure for Employees and Students.

## IX. Prohibition of Surcharges

The College shall not ask or require an individual with a disability to pay a surcharge, even if people accompanied by pets are required to pay fees, or to comply with other requirements generally not applicable to people without pets. If the College normally charges individuals for the damage they cause, an individual with a disability may be charged for damage caused by his or her service animal.