

SERVICE ANIMALS

I. Policy Section

14. Risk Management

II. Policy Subsection

14.10

III. Date of most recent changes

December 8, 2004

IV. Policy Statement

In accordance with Michigan Law (need reference from Anne Sherman) and the Federal Americans with Disabilities Act, this policy is written to provide clear guidance on the use of service animals by students, staff or visitors on campus.

V. Reason for Policy

GRCC is required to abide by the applicable state and federal laws as it relates to allowing service animals to accompany their owners/handlers on campus. This policy is intended to clarify those requirements and to provide guidance for requests for regarding “in-training” service animals being permitted on campus.

VI. Entities Affected by This Policy

College employees, students and visitors
Service animal provider agencies

VII. Who Should Read This Policy

College employees, students and visitors

VIII. Related Documents

Michigan State Law
Americans with Disabilities Act
GRCC ADA Policy

IX. Contacts

Coordinator of Disability Services
Risk Management Officer

X. Definitions

Service Animal: An animal provided to a person with disabilities to enable them to function independently. These animals must be certified by a provider agency and wear appropriate clothing/identification to designate them as such.

Certified Trainer: An individual who has been certified by a provider agency to train an animal to become a service animal.

Service Animal provider agencies: An organization that coordinates, trains and provides service animals to persons with disabilities. Examples include but are not limited to: Paws with a Cause and Leading Dogs

Service Animal in Adoptive Training: An animal often in the early stages of development that is being taught basic behaviors by an “adoptive family” and not a certified trainer.

Service Animal in Training: An adult animal who is past the basic behavior training and is being trained as a service animal by a certified trainer.

XI. Procedures

Students, staff and visitors may have a service animal anywhere on campus subject to the following guidelines:

- **Service animal:** Service animals “working” with an individual with a disability must be permitted as a reasonable accommodation under the Americans with Disabilities Act and Michigan State law. These animals will be clearly identified by clothing/identification designating them as a service animal.
- **Service animal in training:** Service animals in training must be permitted when accompanied by a certified trainer, as defined by Michigan State law. These animals will be clearly identified by clothing/identification designating them as a service animal in training.
- **Service animal in adoptive training:** Service animals in adoptive training may be allowed on campus at the discretion of the faculty member (classroom) supervisor or event sponsor. These animals will be clearly identified by clothing/identification designating them as a service animal in training. The College understands that this is an important community service and may welcome such animals so long as there is no interruption to the learning environment. Staff, when determining whether or not to permit said service animals into their classroom or other venue, should also consider the other participants sensitivity to having an animal in the classroom.

Students, staff and visitors who desire to bring a service animal in training or a service animal in adoptive training to campus should contact the Disability Services office to register the animal. Disability Services staff will provide the

individual with information related to the College's policy on service animals and the individual's responsibilities as it relates to having the animal on campus.

Students, staff and/or visitors who desire to bring a service animal in training or a service animal in adoptive training to campus should ~~request~~ discuss this in advance with the classroom instructors. For service animals in training that must be allowed onto campus, this notification is a courtesy for the instructor to enable them to inform the class of the service animals' participation. Reasonable accommodations will be made for students in the classroom that have severe allergies or a fear of animals. For service animals in adoptive training, notification of the classroom instructors will enable the instructor to discuss the possibility with the class, identify any concerns (severe allergies or fear) of classmates prior to making the decision to allow the service animal in the classroom.

Service animals in adoptive training are allowed on campus based on staff's discretion. This privilege may be revoked by staff at any time if it is determined that the animal's behavior is disruptive to the learning environment.

Staff who have questions about whether a particular service animal should be permitted on campus should contact Disability Services for assistance.

XII. Forms

Service Animal Registration and Responsibilities

Service Animal Registration and Participant Responsibilities

Participant Name _____

Service Animal Type and Breed: _____

Service Animal Name: _____

Expected Duration of Service Animal on Campus _____
(semesters, months)

Classification of Service Animal (according to policy, select one by circling)

- Service Animal
- Service Animal in Training
- Service Animal in Adoptive Training

Trainer Certification by: _____
(Certifying Organization Name)

Certification Date: _____

All required vaccinations for service animal are current: Yes No

Participant Responsibilities:

- Notify the classroom instructors of desire to bring service animal into classroom setting and receive permission (Service animals in training or adoptive training)
- Control the behavior of the service animal at all times. If the service animal becomes disruptive, remove the service animal from the situation as quickly as possible.
- Clean up any accidents caused by a service animal in training or a service animal in adoptive training.
- Be monetarily and legally responsible for any personal injury or property damage caused by a service animal in training or a service animal in adoptive training.

I have completed the Service Animal registration form and have read the Service Animal Policy and the participant responsibilities. The registration form is complete and true. I understand that Service Animals in Adoptive Training are allowed on campus at the discretion of staff and that this privilege may be revoked if the service animal in adoptive training causes a disruption to the learning environment.

Participant Signature

Date

Disability Services Representative Signature

Date

Return to Disability Services, Room 360 Student Center