

# Michigan Technological University

## Service Animal Procedures

Persons with disabilities may be accompanied by working service animals on the campus of Michigan Technological University. Michigan Tech is committed to providing reasonable accommodations to persons with disabilities and fulfilling obligations under State and Federal law.

### **Service Animal Use on Campus**

Visitors to campus with service animals may access all public facilities, with the exception of areas where service animals are specifically prohibited due to safety or health restrictions, where the service animal may be in danger, or where the service animal's use may compromise the integrity of research.

Faculty, staff, and visitors may contact Institutional Equity and Inclusion at 906-487-3310 with questions.

It is recommended that students with a disability who wish to utilize a service animal in the classroom, University housing, or University office contact Student Disability Services 906-487-1494.

### **Responsibilities**

Service animals on campus must comply with all state & local licensure and vaccination requirements. The University has continuing authority to direct and require that an animal receive veterinary attention at the expense of the individual who uses the animal's service.

- The care and supervision of a service animal is the responsibility of the individual who uses the animal's service. The individual must maintain control of the animal at all times (e.g. leashed [leashes must be no more than 6 feet long], caged, etc.) as not to frighten, disrupt, disturb or interfere with others who work, study, visit, or live on campus or in University housing.
- The individual using the animal's service is responsible for ensuring the immediate clean-up of all animal waste. Facilities Management and Housing staff may designate animal toileting areas.
- An animal that is not properly cared for, controlled or supervised may be excluded not only from University buildings, but from the entire campus. Infractions and consequences will be handled by the Office of Institutional Equity in conjunction with applicable University officials.
- Injuries caused by and to the animal must be immediately reported to the Department of Public Safety and Police Services.
- The individual who uses the animal's service is financially responsible for all personal and/or property damage caused by the animal while on Michigan Tech property.
- Records: The name of the individual who requires the animal's service must appear on all documents related to the animal's care and supervision, such as veterinary records, licenses, service animal identification tags/cards, housing agreements, etc.
- Animals must not be cleaned/groomed in University rest rooms.

## Public Etiquette for Interaction with Service Animals

- Allow a service animal to accompany the individual who requires the animal's service at all times and everywhere on campus except where service animals are specifically prohibited.
- Do not approach, touch, feed, etc., a service animal unless you have asked and received permission from the individual who uses the animal's service.
- Do not deliberately startle a service animal or attempt to separate the individual from their service animal.

## Removal of Service Animals

A service animal may be removed from University facilities or grounds if disruptive (e.g., barking, wandering, displaying aggressive behavior) and the behavior is outside the duties of the service animal. Ill, unhygienic, and/or unsanitary service animals are not permitted in public campus areas. The individual responsible for such an animal may be required to remove the animal.

## Areas Off-Limits to All Animals

- Mechanical Rooms/Custodial Closets: boiler rooms, facility equipment rooms, electrical closets, elevator control rooms, custodial storage closets.
- Areas with health or safety restrictions. Areas where protective clothing is required/necessary (e.g. chemical laboratories, research/medical laboratories, wood shops, metal/machine shops, electrical shops, photography dark rooms, etc.).
- Areas where the animal may be injured (e.g. rooms with sharp objects, hot materials, moving machinery, etc.), and areas where research animals are present.

## Grievances

Disputes or disagreements about a disability determination, appropriateness of an accommodation, service quality, or an animal restriction should contact the Office of Institutional Equity 906- 487-3310 or Student Disability Services 906-487-1494.

## Emergency Situations

In the event of an emergency, be aware that service animals and the individual who requires the animal's service are considered a team and every effort should be made to keep the individual and animal together. The individual and/or animal may be confused if an emergency situation arises. The animal may become disoriented from the smoke or smell in a fire, from sirens or wind noise, or from shaking and moving ground. The animal may become protective of the individual who requires the animal's service and as such, the animal should not be considered harmful. In the event of an emergency, contact Public Safety and Police Services 487-2216.

## Definitions

Disability - a medically diagnosable physical or mental condition or impairment that substantially limits one or more major life activities, such as walking, seeing, hearing, speaking, breathing, working and/or learning.

Service Animal - defined by the Americans with Disabilities Act (ADA) as any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability. An individual who is disabled may be accompanied by his/her service animal in public places and in most areas posted "no pet/no animal." Examples are seeing-eye dogs, animals which

alert a hearing impaired person to the presence of people or sound, an animal which retrieves dropped items or otherwise aids a physically disabled person in accomplishing manual tasks, etc. Service animals are not pets; rather, they are an auxiliary aid similar to a cane, crutches, wheelchair, etc.