



Vanguard University Office of Disability Services  
55 Fair Drive, Costa Mesa, CA 92626  
Telephone: (714) 619-6550; Fax: (714) 619-6580

## **Vanguard University Policy on Service Animals**

Vanguard University is committed to creating and sustaining a successful community of inclusive excellence as we prepare students to live, learn, and work among people who experience the world in fundamentally different ways. Within this framework, the University is committed to providing a supportive environment for students with disabilities as well as complying with all applicable provisions of the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and the Fair Housing Act (FHA).

Service Animals are animals specifically trained to assist people with disabilities in the activities of daily living. The Americans with Disabilities Act (ADA), as amended, defines a service animal as “an animal that does work or performs tasks for the benefit of an individual with a disability (including psychiatric, cognitive, and mental).” In other words, a Service Animal is not just a helpful or well-behaved animal; it is trained to perform a task (or tasks) that a disabled individual needs to function safely and effectively. Other than dogs, the only type of animal which can be considered a service animal under the ADA is a miniature horse, though miniature horses may be subject to somewhat greater restrictions than Service Dogs. Given the rarity of the use of miniature horses in this role, in the rest of this policy the term “Service Animal” will typically be referring to dogs.

Service Animals may accompany the individual with a disability everywhere on campus except in rare situations where safety may be compromised or where Service Animals may interfere with the fundamental nature of the activities being conducted.

Students with disabilities who require a Service Animal on campus are encouraged to self-identify to the Office of Disability Services as soon as possible after deciding to enroll at the University, or as soon as the Service Animal has been fully trained. If the student is living on campus, this is particularly important because roommates must be informed, as well as Housing and facilities, among other departments. Disability Services will provide information on expectations for the Service Animal to the student and communicate to specific community members or departments to ease the transition of the student.

The care and supervision of the Service Animal is solely the responsibility of the student owner. Service Animals may not pose a direct threat to the health and safety of persons on the Vanguard University campus, cause physical damage to property, or fundamentally alter the nature of University operations. The Service Animal must be maintained (kept clean, free from fleas or ticks, etc.). Local and state ordinances and laws regarding animals apply, including requirements for immunizations, licensing, noise, and restraint.

The Service Animal’s behavior, noise, odor, and waste must not exceed reasonable standards for a well-behaved animal. These factors should not create unreasonable disruptions for other resident students or students in classrooms. If the noise (whining, barking, aggressive behavior, etc.) is excessive as judged by residence life staff, students or professors in classes, or people in eating areas, it is grounds to remove the Service Animal from campus.

The student is responsible for immediately cleaning up and properly disposing of the Service Animal’s waste and is responsible for having the equipment to do so. People who are physically unable to accomplish this task are responsible for arranging for it to be done. The University retains the right to designate a particular area for the Service Animals to relieve themselves and/or the disposal of their waste.

The student must be in full control of the Service Animal at all times. Service Animals must be harnessed, leashed, or tethered, unless these devices interfere with the Service Animal’s work or the individual’s disability prevents using these devices. In the latter case, the individual must maintain control of the Service Animal through voice, signal, or other effective controls.

The student --not the University-- is responsible for the actions of the Service Animal including bodily injury or property damage. Students with Service Animals may be charged if additional cleaning or damage occurs as a result of having a Service Animal on campus. The student is expected to pay these costs upon repair or cleaning. In addition, the University retains the right to remove the Service Animal, at the owner’s expense, should the Service Animal become a direct threat to the health and safety of others or violates these requirements in any way.



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**Acknowledgement**

**By signing below, you acknowledge that you have read the Vanguard University Policy on Service Animals, understand it, and agree to abide by its terms.**

\_\_\_\_\_  
 Print Owner's Name

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Owner's Signature (*required, even if a minor*)

**If Service Animal owner is under 18 years old:**

**By signing below, you represent that you are the parent or legal guardian of the Owner, who is a minor. And you acknowledge that you have read and understood the policy and that you agree to abide by its terms.**

\_\_\_\_\_  
 Parent/Guardian's Printed Name

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Parent/Guardian's Signature

*Adapted from the Service Animal policy at Beloit College.*

**Roommate/Suitemate Agreement**

By my signature below, I agree to share the common areas of my residence hall room, suite, and/or apartment with the Service Animal approved by this agreement. If I have any concerns regarding this situation, I will discuss them with the owner and the Office of Disability Services if the Service Animal's owner and I cannot come to an agreement.

Resident's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Resident's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Resident's Signature: \_\_\_\_\_

Date: \_\_\_\_\_