

Service Animal Regulations

According to the *Americans with Disabilities Act* as amended (ADA), defines a “service animal” as a dog that has been individually trained to do work or perform tasks for the benefit of a person with a disability. The rule states that other animals, whether wild or domestic, do not qualify as service animals. Dogs that are not trained to perform tasks that mitigate the effects of a disability, including dogs that are used purely for emotional support, are not service animals. Individuals with mental disabilities who use service animals that are trained to perform a specific task are protected by the ADA. According to the ADA standards, “disability” is a mental or physical condition, which substantially limits a major life activity.

Regulations for all Service Animals and/or the IWD:

1. All individuals with disabilities (IWD) using a service animal are requested to register with University Diversity and Inclusion at Washburn University, or the Associate Dean of Academic Affairs at the Law School, or Testing and ADA at Washburn Institute of Technology, or with Human Resources.
2. If the service animal is a dog, it must be vaccinated against rabies pursuant to the Topeka Municipal Code, Chapter 6.15. . Copies of current vaccination papers/documents must be provided by the IWD if requested.
3. The IWD must be in full control of the service animal at all times.
 - a. In all buildings, and on campus, the animal is expected to exhibit appropriate behavior. Dogs exhibiting inappropriate behavior may be removed from campus.
4. Service animals must be kept clean and groomed while on campus.
 - a. Service animal must be groomed daily and bathed on a regular basis (or upon the request of campus authorities) by a vet, professional groomer, or in a private home. Service animals are not to be bathed in the bathroom facilities located in the residence halls.
 - b. The IWD is responsible for cleaning up after the animal. Waste from the service animal must be picked up and disposed of in a sealed plastic bag.
5. Service animals will always be kept under control; the animal will always be on a leash or kenneled except in the residents own room, if residing on campus, with the door shut.
6. Disturbing vocalizations of the service animal must be kept to a minimum.
7. All food for the service animal must be stored in a sealed container. Plastic storage bags are not sufficient.
8. Dishes used by the service animal are to be cleaned separately from those used by humans.
9. Service animals are to be kept off all University provided furnishings.
10. Any damages caused by the service animal will be the responsibility of the IWD to recompense.
11. The IWD of a service animal is responsible for any liability associated with the service animal be it personal damage, property damage, or otherwise.
12. Students with service animals are not automatically assigned to a private room and will likely be matched with roommates or suitemates who communicate an interest in living with an animal, to prevent possible concerns, such as allergies. Private room requests are only granted on an as-needed basis and standard private room fees will apply.

Requirements for Service Animals in the dining facilities or activities where food is being served:

- a. The animal may not be fed using any food/scraps from the cafeteria.
- b. The service animal must remain quietly by the IWD’s chair or under the table so as not to block the passage of other dining facility patrons.
- c. The service animal must keep their noses off tables, countertops, trays, and any other structure that is deemed unsuitable for the service animal to make contact with.
- d. Service animals are not to be fed out of any University owned dish. IWDs must provide all dishes from which the service animal will eat/drink.