



ANIMALS ON CAMPUS POLICY- SERVICE ANIMAL PROCEDURES FOR STUDENTS

The University recognizes service animals as an accommodation for persons with disabilities as defined by the [Saskatchewan Human Rights Commission Policy on Service Animals](#). The University is committed to allowing the presence of service animals to provide individuals with disabilities an equal opportunity to facilitate their full-participation and equal access to the University's programs and activities. These procedures explain the specific requirements under the Animals on Campus policy that are applicable to a student's use of a service animal while on campus. The University reserves the right to amend these procedures as circumstances require.

I. Definitions:

A. Service animal

Service animals are animals or miniature horses that are trained to perform specific tasks that assist in mitigating symptoms or limitations that arise from a person's disability. Service animals may assist persons with physical, psychiatric, intellectual or mental disabilities. As per the Saskatchewan Human Rights Commission policy on service animals, section (ii) states, "the requirement for accommodation of a service animal only occurs when a person with a disability requires an animal with specialized training to assist that person with a recognized disability".

B. Handler

The term "Handler" refers to the individual with a recognized disability who requires an animal with specialized training for assistance.

C. Access and Equity Services

Access and Equity Services (AES) collaborates with Handlers, faculty, and staff to ensure that Handlers with disabilities have equal access to all University programs and activities.

II. Procedures for Registering a Service Animal on Campus

Students (hereafter referred to as "Handler") who will be attending classes on campus with their service animal will register with Access and Equity Services. The Handler will provide certification information to AES who will retain a copy of this certificate with the Handler's confidential student file as per Saskatchewan Human Rights Policy of Service Animals Section (VI) which states, "Persons with disabilities should be prepared to produce a training certificate to confirm the specialized nature of their service animals". Medical documentation will be kept confidential with the Access and Equity Services office, however a list of registered service animals on campus will be shared with Protective



Services. Questions regarding if an animal on campus is a service animal should be directed to the AES or Protective Services offices.

Animals for accommodation may not be allowed to enter facilities housing animals for research, testing, and teaching to prevent disease transfer and ensure proper biosafety precautions.

Certification from the following four avenues will be received:

1. Organizations accredited by Assistance Animals International (ADI)

- For Handlers who have service animals they have purchased from an organization accredited by ADI, they are to provide the AES with a copy/letter of certification as well as a copy of their Handler/ID badge. No further documentation is required.

2. Certification from the Alberta, British Columbia or Nova Scotia Government Service Animal Assessment Programs

- Handlers who have had their service animal certified by one of the above mentioned provinces government service animal assessment programs can provide AES with a copy of their provincial ID badge and any other certification paperwork. This provincial registration must be up to date and current at the time of registration with AES and the Handler must maintain this registration with the province of issue.

3. Organizations not accredited by ADI

As is the case in Canadian provinces with provincial service animal legislation, the University recognizes that there may be credible organizations certifying service animals that have not sought out accreditation by ADI, especially in Saskatchewan where no provincial body oversees the certification of service animals or legislation states certification requirements. Because of this, the University will accept certification from the organizations recognized by Alberta and British Columbia and will consider certifications from other organizations. As per this provincial legislation, we will also require a medical need form and a veterinary form if the organization is from outside this list.

- Handlers will provide the following documentation to AES
 - Service animal certification for/ letter from certifying organization
 - Veterinarian requirements form (to verify the health and temperament requirements of the service animal)
 - Medical recommendation form (to verify that the Handler has a disability for which a service animal is required as an accommodation)



The University reserves the right to request the service animal successfully complete a canine behavioural assessment completed by a University approved trainer in order to access campus spaces. See information on assessment below under “Handler/Private Trainer section”.

4. Handler/Private Trainer

- Training history form. Please note that service animal training/retesting should have been done within the past 3 years.
- Handlers are asked to complete a form with the training their service animal has undergone. Contact information for the organizations/trainers must be provided
- Medical recommendation form
- Veterinarian clearance form

-Successful completion of a canine behavioural test created specifically for campus in order to access campus spaces by a University approved trainer. Handler/private trainer service animals will not be eligible for testing on campus until the animal is over 1 year of age. The canine must have successfully completed, at a minimum, a basic obedience course prior to undergoing a behavioural assessment. There are two levels of testing available- a temperament assessment (\$50) and a public access test specific to the campus (\$175). These prices are subject to change without notice. The type of testing that would be required would be at the discretion of the trainer after reviewing the training documentation the canine has undergone. The cost of the behavioural assessment is the responsibility of the Handler.

Owner trained service animals must submit proof of ongoing training and any up to date certifications annually.

Handlers may also choose to have the Government of Alberta Service Animal assessment completed in place of the campus canine behavioral assessment. Handlers who select this option would have to travel to Edmonton or Calgary for assessment. The cost of assessment would be \$150 payable to the assessor (cash receipt is issued) and if they pass, they will be issued a Government of Alberta identification card without charge. All costs are the responsibility of the Handler.

IV. Access to the University by Service Animals

A. Dominion and Control

Notwithstanding the restrictions set forth herein, service animals must be properly



restrained or otherwise under the dominion and control of the Handler at all times. No Handler shall permit the animal to go loose or run at large. If an animal is found running at large, the animal is subject to capture, confinement and immediate removal from University grounds.

The Handler can be held liable for any injuries to people or destruction to property cause by a service animal while on campus.

While there is no provincial legislation stating that Service animals are legally required to wear a vest or other forms of identification while working on campus, Handlers are strongly encouraged to have their Service animal wear identification at all times.

Service animals must have a University ID card with a picture of the service animal, the name of the canine (or other service animal), and the license number on display at all times. AES will assist the student in the process of obtaining the ID card for the service animal.

Under the Animals on Campus policy, all Handlers of animals without said identification may be subjected to producing verification for their service animal.

V. Handler's Responsibilities for Service Animals

A. Requirements for Service Animals on Campus

- a. It is recommended that the service animal be 1 year of age or older
- b. The service animal must be housebroken.
- c. The service animal must have complete and up to date vaccination records, including Rabies. For more information on vaccinations, Rabies and Rabies testing, please see Appendix A.
- d. The service animal must be in and remain in good health and be free of all pests and fleas as determined by an annual veterinary appointment.
- e. Service animals cannot be brought onto campus if the animals have a fever or diarrhea recently in order to protect our campus community.



B. General Responsibilities

1. The Handler must provide written consent to Access and Equity Services to disclose information regarding the presence of the service animal to individuals who may be impacted by the presence of the animal including, but not limited to, instructional staff, departmental staff, program Deans and Associate deans, etc. Such information shall be related to the animal and shall not include information related to the Handler's disability.
2. The Handler must abide by current municipal bylaws, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals. It is the Handler's responsibility to know and understand these ordinances, laws, and regulations. The University will require documentation of compliance with such ordinances, laws, and/or regulations, which will include a vaccination certificate. The University reserves the right to request documentation showing that the animal has been licensed, as appropriate.
3. The Handler is required to clean up after the animal and properly dispose of the animal's waste in a safe, timely and sanitary manner. The Handler is responsible for disposing of animal excrement in an appropriate waste receptacle. If the service animal has an accident for which the Handler needs assistance in cleaning up, they are to contact custodial services immediately. If the Handler requires assistance in picking up after their service animal, they should reach out to AES to discuss the supports available.
4. The Handler is required to ensure that the animal is well cared for at all times. Any evidence of mistreatment or abuse may result in immediate removal of the service animal and/or discipline for the responsible individual.
5. Canines must be on a leash no longer than 6 feet in length and have a collar displaying their city license and rabies tags, in addition to their University ID card.
6. The Handler may be charged by the University for any damage caused by their service animal beyond reasonable wear and tear
7. In the event that the service animal causes severe and unmanageable disruptions to the learning environment on campus, the University reserves the right have the Handler remove the animal from University grounds. Failure to do so on the part of the Handler will result in animal control services being called. The Handler is responsible for any costs incurred during the removal of the service animal. The service animal will not be allowed back on campus until approved by the University. The Handler can contact AES to initiate this process.



8. The responsibility for the care of the service animal is solely the responsibility of the Handler. In the event something were to happen to the Handler and the Handler becomes unresponsive or otherwise unable to maintain control of the service animal, animal control will be called to pick up the service animal and the cost for retrieving the service animal will be the responsibility of the Handler.
9. The Handler with the service animals accepts all responsibility and liability for the service animal while on campus grounds and will be held responsible if the service animal causes injury to people or destruction to property.
10. The Handler is solely responsible for ensuring the wellbeing of the service animal while on campus grounds. The Handler is responsible for the appropriate schedule of feeding, exercising, and elimination of the service animal and must do so only in permitted areas.
11. The Handler must fully cooperate with all University personnel with regards to meeting the terms of this Policy and procedures of care for the animal (e.g., cleaning the animal, feeding/watering the animal, disposing of feces, etc.).
12. Service animals may not be left on campus to be cared for by any individual other than the Handler. The service animal must accompany the Handler wherever they go on campus and cannot be left unattended at any point in time.
13. The service animal is allowed on campus only as long as it is due to the Handler's disability. The Handler must notify AES in writing if the service animal is no longer needed.
14. University personnel are not be required to provide any care or food for ESAs including, but not limited to, removing the animal during emergency evacuation. Emergency personnel will determine whether to remove the animal and may not be held responsible for the care, damage to, or loss of the animal.

VI. Removal of Service animal

The Handler of a service animal on campus must ensure that service animals are under their control at all times and are not causing disruptions to the campus environment, damage to property or others, behaving aggressively or otherwise behaving inappropriately through behaviours such as but not limited to:

1. posturing
2. growling,
3. raising hackles
4. nipping



5. barking,
6. biting
7. scratching
8. mounting people or other animals
9. The service animal excessively elicits attention from people other than their handler, sniffing, licking, jumping, whining or otherwise initiates contact with people and the behaviours are not eliminated through remedial training, unless the service animal is trained to do so as an alert.
10. The service animal creates an unmanageable disturbance or interference with University operations.
11. The service animal may also be removed if the Handler does not comply with the Handler's responsibilities set forth above

The University will base such determinations upon the consideration of the behaviour of the particular animal on a case by case basis. Any remedial training required by the service animal will be the responsibility of the owner. Any removal of the animal will be done in consultation with the AES and may be appealed. The Owner will be afforded all rights of due process and appeal as outlined in that process. An animal that has been removed from campus is not permitted to return to campus unless and until the appeal process is concluded in the students' favour.

Should the service animal be removed from the premises for any reason, the Owner is expected to fulfill their course obligations.



Appendix A

Vaccination and Your Animal

<https://www.canadianveterinarians.net/documents/vaccination-and-your-animal-animal-owners>

Government of Canada- Causes of Rabies

<https://www.canada.ca/en/public-health/services/diseases/rabies/causes.html#a2>

Government of Saskatchewan Rabies Response Program

<https://www.saskatchewan.ca/business/agriculture-natural-resources-and-industry/agribusiness-farmers-and-ranchers/livestock/animal-health-and-welfare/rabies>