



# Student Support and Disability Resources & Services

## Guidelines for Service Animals on Campus

The Maricopa County Community College District (MCCCD) has implemented a formal administrative regulation that addresses instances where service animals are permitted on campus. These guidelines serve to supplement that regulation and to also provide the Maricopa Colleges with direction in responding to service animals requests on campus. In addition, the term “service animal” and the guidelines outlined herein are based upon the provisions outlined in the U.S. Department of Justice’s revised regulations for implementing the Americans with Disabilities Act (ADA) for Title II and Title III.

1. The Americans with Disabilities Act defines service animals as those that are individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. This does not include animals for emotional support.
2. Any individual requesting to bring a service-animal-in-training to campus needs to request permission from college administration before the animal is brought to campus. The college administration will notify the college’s Public Safety Office alerting them to this request.
  - A. In instances when it is not obvious what service an animal actually provides, only limited inquiries are allowed and the inquiries should be vetted through those who are tasked to provide disability services on behalf of the college or the MCCCD. Staff may ask two questions:
    1. is the dog a service animal required because of a disability, and
    2. what work or task has the dog been trained to perform?
  - B. Staff cannot ask about the person’s disability, require medical documentation, require a special identification card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task.
  - C. In instances where requests are submitted for animals in training to be brought on site, no more than one certified service animal or service-animal-in-training is permitted on site per employee or student.
  - D. Allergies and fear of dogs are not valid reasons for denying access or refusing service to people using service animals. When a person who is allergic to dog dander and a person who uses a service animal must spend time in the same room or facility, for example, in a school classroom or at a homeless shelter, they both should be accommodated by assigning them, if possible, to different locations within the room or different rooms in the facility.
3. If an incident occurs that results in an animal-caused injury to students, employees or members of the public, the college’s Public Safety Department and the District’s Enterprise Risk Management Department should be contacted in order to report *all* injuries (even minor ones) for documentation. Each college’s Public Safety Department may choose to contact the Maricopa County Animal Care and Control Unit for further instruction.

**ADOPTED through the Administrative Regulation approval process, May 29, 2012**



The Maricopa County Community College District is an EEO/AA Institution