

I. Policy Statement

Hudson County Community College (HCCC) limits the presence of privately owned animals on campus. However, the College permits exceptions for Service Animals on campus when they are doing work or performing tasks required by a student, employee, or visitor.

II. "Service Animal" Defined.

The term "Service Animal" as used in this Policy means a Service Animal as defined in the regulations of the Americans with Disabilities Act (ADA) as promulgated by the United States Department of Justice in 28 C.F.R. §§ 36.104 and 35.136. Service Animals are working animals, not pets. The work or task that a Service Animal has been trained to provide must be directly related to the person's needs or disability. Animals whose sole function is to provide emotional support, comfort, therapy, companionship, therapeutic benefits, or to promote emotional wellbeing do not qualify as Service Animals under the ADA regulations.

III. Permitted Use of Service Animals

Visible display or documentation of service designation, such as proof that the animal has been certified, trained, or licensed as a Service Animal is not required. Inquiry about a Service Animal shall not be made when it is readily apparent that the Service Animal is trained to do work or perform a task for an individual with a disability. In cases where it is not readily apparent, inquiry shall be limited to the following: 1. Is the Service Animal required because of a disability? 2. What job or task is the dog trained to perform? Service Animals are not required to be registered with the College; however, the Service Animal must display current licensing tags for the town in which the Service Animal's owner resides. The handler of any Service Animal found on campus without proper tags will be asked to remove the Service Animal from the campus immediately. Permission for use of a Service Animal on campus is conditioned upon compliance with the responsibilities of the handler/partner set forth in Section IV.

IV. Responsibility of Handler/Partner

1. The Service Animal must be leashed and under the control of the handler/partner at all times except when the Service Animal is performing a specific duty that requires it to be unleashed.
2. The Service Animal must be as unobtrusive as possible. Exception is when the Service Animal is performing the task that it is trained to do.
3. The handler/partner is responsible for properly maintaining the Service Animal's hygiene, immediately cleaning up or soliciting the proper assistance for cleaning up if the Service Animal defecates or becomes ill and either vomits and/or becomes incontinent.
4. The handler/partner must be in full control of the Service Animal at all times. The handler/partner may be asked to remove a Service Animal from the campus or program if the Service Animal is out of control and the handler/partner is not able to take effective action to control it. If the Service Animal displays unwanted behavior, the College reserves the right to ban the Service Animal from the campus or program until the handler/partner can demonstrate that corrective steps have been taken to mitigate the unwanted behavior. Additionally, a handler/partner may be asked to remove the Service Animal from a designated area of the campus if the Service Animal is deemed to be a direct threat to others or if the Service Animal's presence in a specific facility compromises the legitimate requirements necessary for the safe operation of the facility or appropriate conduct of the program in the facility.
5. The handler/partner must ensure that the Service Animal refrains from behavior that threatens the health or safety of others. The handler/partner of the Service Animal may be responsible for any injuries caused to other persons or any damages caused to property of others or to campus facilities or grounds.

V. Conflicting Disabilities

Allergic reactions to animals are common. Allergies or fear of a Service Animal are not reasons for denying or refusing service to a disabled individual. When the user of a Service Animal or a person who is allergic or fearful are required to be in the same environment, the needs of both persons will be considered in resolving the issue.

Conflicts that arise in an academic setting (e.g., classrooms, laboratories, extracurricular functions) should be brought to the attention of the Office of Accessibility Services. Conflicts in administrative areas should be brought to the attention of the Department of Human Resources.

VI. Complaint Procedure

Students: Complaints should be made in writing to the Office of Accessibility Services.

Employees: Complaints should be made in writing to the Department of Human Resources.

Visitors: Complaints should be made in writing to the Office of Accessibility Services