



Office of Diverse Abilities and Accommodations
Documentation Requirements for Service/Assistance Animal Housing Accommodations

1. Letter of Prescription

- Typed on letterhead, signed and dated.
- Includes diagnosis including severity and/or expected progression
- Provides information regarding how the animal provides support directly related to the student's disability.

2. Veterinarian Records

- Proof of vaccination.
 - As a minimum, animals must be immunized against diseases common to that type of animal. All vaccinations must be current. Dogs must wear a rabies vaccination tag. The vaccinations considered "Core" by the American Animal Hospital Association for dogs are required.
 - If at any time it is determined that vaccinations are not current or the animal otherwise presents a health hazard to the University community, the animal must be removed from campus until the hazard is no longer a threat to the University community.
- Annual Clean Bill of Health
 - Animals to be housed in University housing must have an annual clean bill of health from a licensed veterinarian. Any animal with signs of illness, including but not limited to a known zoonotic disease (a disease of animals, such as rabies or psittacosis, that can be transmitted to humans), diarrhea, vomiting, fever or open sores should not be on campus until deemed non-infectious/contagious by the written statement of a licensed Indiana veterinarian.

3. Completed Request for Service/Assistance

- This form should be submitted to the office of Disability Services as soon as the need for such an animal has been determined.

4. Current picture of your emotional support animal.

5. Signed Agreement for the approved service/assistance animal.

- Upon approval from the office of Disability Services, students will need to complete this agreement prior to bringing the animal into campus housing and residence halls.

Send all documentation to the office of **Diverse Abilities and Accommodations** using one of the following ways: Email: DisabilityServices@vinu.edu

Confidential Fax: **812-888-2087**

Mail: **Office of Diverse Abilities and Accommodations 1002 N. First St, Vincennes, IN 47591**