



Faculty/Staff Emotional Support Animal Housing Agreement Form

Per the Fair Housing Act of 1988, Gordon State College provides reasonable accommodations for an Emotional Support Animal (ESA) in college housing. If you are an employee with special needs that are the result of a disability and you believe that a reasonable accommodation of allowing an emotional support animal to live with you will result in alleviating one or more identified effects of your disability and you live (or plan to live) in on-campus housing, please complete this form and return it to the Department of Human Resources.

Name: _____ Contact #: _____

Email: _____

Campus Housing Unit: _____ Housing Contract End Date: _____

Type of Animal: _____ Animal's Breed: _____

Name of Animal: _____

____ Picture of animal included with this form. (REQUIRED)

____ Vaccination records include with this form (REQUIRED)

____ Checklist of ESA care items that applicant will provide (REQUIRED)

In case of an emergency, who can take possession of the ESA?

Name: _____ Phone: _____

Alternate Contact: _____ Alternate Phone: _____

By my signature, I verify that I understand:

- The ESA responsibilities listed in the Emotional Support Animal Policy for Faculty and Staff.
- These responsibilities are in effect for the duration of my current college housing contract or employment with the college.
- I am required to notify Human Resources (humanresources@gordonstate.edu) of any changes in the status of my ESA.
- The approval I have for my ESA is only valid for my current college housing contract or the terms listed above. I understand I must resubmit for approval should I continue to reside in college housing beyond the current contract/terms.

Faculty/Staff Housing Applicant Signature Date

Office of Finance & Administration Signature Date

Housing and Residence Life Signature Date
(Not needed for housing in Guillebeau)

Copies of the fully signed agreement should be sent to the applicant, HR, OFA, and HRL.