

Lynn University

Emotional Support Animal Housing Accommodation Application

Returning Student Fall deadline: March 1

New Student Fall deadline: May 15

New Student Spring deadline: October 1

This application and all supporting documentation must be submitted before the deadline. This application and all supporting documentation should be uploaded to our portal by [clicking here](#). Lynn University's housing accommodation policy can be found at: [Housing Accommodation Policy](#)

Contact Information:

Student Accessibility Services

ADA@lynn.edu

561 237 7028

Office location: Green Center, Student Accessibility Services

Office Hours: Monday-Friday (9:00 am-5:00 pm)

ESA Housing Accommodation Request

Housing Accommodations, under the Fair Housing Act, are provided to ensure equal access and equal opportunities with regard to the University's programs and services. Students with documented disabilities are able to apply for housing accommodations at Lynn University.

Because of limited housing availability, students requesting housing preferences may not be accommodated. All applications with supporting documentation are reviewed by the Student Accessibility Services and determinations are based on each individual application.

Emotional support animals (ESA's) are viewed as a reasonable accommodation under the Fair Housing Act (FHA). In order to be considered for an ESA housing accommodation, students should complete this application as well as submit

supporting documentation that demonstrates the need for housing accommodation at Lynn University.

Lynn University recommends submitting ESA Housing applications at the student's earliest convenience, after acceptance and post deposit, since housing accommodations are a limited resource.

Students may submit ESA Housing applications after the deadline but Lynn University may not be able to provide accommodations to eligible students. In this case, students are wait-listed for ESA Housing accommodations.

If the initial decision is not satisfactory, students may appeal the decision by submitting a formal letter appealing the housing decision. This letter is submitted to the Dean of Students, at DoS@lynn.edu. Per the student's request, Student Accessibility Services will provide all previously submitted documentation directly to the student or with student consent, to Dean of Students.

A new ESA housing accommodation request must be submitted each year to be considered for a housing accommodation. However, after the first-year request, no additional medical documentation is required unless a change in diagnosis occurs that results in new housing needs. Updated vaccination records from your veterinary are required each year.

Residence halls are considered as part of the FHA, therefore, Emotional Support Animals (ESA's) are only allowed in the residence hall. ESA's are not allowed in the library, academic buildings, classrooms, dining areas, labs, work areas, or the student centers. ESA's must be under the direct physical control of the student at all times.

Directions:

1. Complete the ESA Housing Accommodation Application
2. Provide documentation from your treating healthcare professional
3. Provide documentation from veterinarian
4. Upload application and documentation to our portal by [clicking here](#)

Documentation

From the current treatment provider

Students requesting Housing Accommodations to have an ESA, have additional documentation obligations. Students must also obtain documentation from their current treatment provider that satisfies the following requirements:

1. Submitted on formal letterhead from the treating provider
2. Include the treating physician's signature and license number
3. All documentation must be submitted in English
4. All documentation must be within the last three years
5. The animal is necessary for the individual to have an equal opportunity to use and enjoy their University residence
6. There is an identifiable relationship between the disability and the assistance that the animal provides
7. Proof that your animal is a registered and certified ESA

From the veterinarian

Students must also obtain documentation from their ESA's veterinarian that satisfies the following requirements:

1. Submitted on formal letterhead from the veterinarian
2. Include the veterinarian signature and license number
3. Verifying the following elements:
 - A. Proof that the Emotional Support Animal's immunizations as required by the county (Palm Beach) and state (Florida) have been given and are up to date
 - Example: Rabies
 - B. Species and Breed
 - C. Age (For health and safety reasons, animals must be **at least 12 months old**)
 - D. Housebroken
 - E. Good health (If applicable, evidence of monthly flea treatment and evidence of hookworms and roundworms treatment)

Determination of reasonable accommodation will be determined on a case-by-case basis and includes, but is not limited to, consideration of the following: Is there an identified need; does the animal pose a direct threat to the health and safety of others; would the animal pose an undue financial and administrative burden on university; or would the animal fundamentally alter the nature of any of University's programs or operations. Animals that may pose a health risk or danger to others or fundamentally alter the nature of any of university's programs or operations will not be permitted.



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Directions: Student to complete application and include supporting documentation. Once all documentation is gathered, please upload by [clicking here](#)

Student Name: _____

ID Number: _____

Cell Number: _____

Lynn email: _____@email.lynn.edu

Current Standing (Check one):

- New Student
- Returning Student
- Transfer Student

Number of earned credits: _____

Academic Year Requesting Accommodation: _____

1. Explain the difficulties, limitations, or barriers that your disability creates in a residential setting:

2. Explain how the ESA provides support and alleviates one or more symptoms or effects of your disability and how it will allow for equal access and equal opportunities with regard to the University's programs and services.

I affirm that the all documentation that I have submitted is true and accurate. I affirm that I have completed this documentation. I understand that providing false information is against federal and state law as well as the Lynn University Code of Conduct.

Student Signature

Date