

Pet Program Agreement

Please read this document in its entirety to understand the requirements and restrictions of our pet policy. In order to house a pet on the Stephens College campus, you must submit the following information for approval:

- 1.) **Each resident will pay a non-refundable \$200 pet fee for each pet; if you have a small pet, please contact Residence Life regarding that fee. Fees must be paid prior to your arrival on campus or you will not be allowed to bring your pet. Checks can be made payable to Stephens College and sent to the address listed below.**
- 2.) **A recent picture of your pet must be submitted with this signed agreement.**
- 3.) **Copies of recent pet vet records.**
- 4.) **Cats and Dogs must be registered with the City of Columbia. You will not be able to do that until you arrive in Columbia. Registering your pet has to be done in person at the City of Columbia office located at 701 E. Broadway.**

All documents should be sent to following address before the pet arrives on campus

**Stephens College
ATTN: Department of Residence Life – Box 2092
1200 E. Broadway
Columbia, MO 65215**

- Pets (in addition to fish in aquariums) are only allowed in designated spaces in Pillsbury (1st and 2nd floors), Prunty, Roblee, Searcy, and Tower Halls.

Cats— must be a minimum of six (6) months old and altered. No exceptions will be made. They must be altered; litter box trained; current on all vaccinations, including FVCRP, rabies, FELV/FIV negative; current on flea/tick preventatives; must be registered with the City of Columbia and must wear tags.

Dogs— must be a minimum of six (6) months old and altered. No exceptions will be made. They must be house broken; altered; current on all vaccinations, including DHLPPV, rabies, and bordatella; heartworm tested; current on flea/tick preventatives; must be registered with the City of Columbia and must wear tags. Dogs must be crated when student is not in the room. **The student is responsible for removing all fecal matter created by their dog on college property.** Dogs must be groomed regularly, however, not in College bathrooms. There is a dog bath available to pet owners located next to the Doggy Daycare facility in the lower level of Searcy Hall.

Students are responsible for ensuring that the pet that they bring to Stephens College will not cause a great deal of noise (e.g. barking, howling, etc.) that will disturb other residents and/or their pets. Students with dogs are encouraged to bring training devices such as shock or spray collars that will discourage their pets from creating an unnecessary amount of noise in the residence halls. Students are strongly encouraged to purchase and try out these training devices prior to bringing their pets to campus. Students with noisy pets will be given a two week grace period at the beginning of the semester to get their pet adjusted to life in the residence halls. If at the end of the three week grace period the pet is still causing disruption to the living community the following steps will be taken:

1. Verbal warning
2. Written warning
3. Removal of pet

***Unnecessary amount of noise include the pet being heard outside the room during quiet hours or an excessive amount during the day when respect hours are in effect. The student is responsible for making sure that their pet is not in violation of quiet hours.

Prohibited Pets and Other Items:

1. Dogs: The following dog breeds or any derivative/mixes thereof **are prohibited**:
 - a. Pit Bull
 - b. Rottweiler
 - c. German Shepherd
 - d. Chow
 - e. Akita
 - f. Wolf breeds
 - g. Any mix containing these listed above; or
 - h. Any aggressive breed.
2. Snakes;
3. Spiders;
4. Livestock or farm animals;
5. A wet aquarium should not exceed 40 gallons;
6. Owners are **not permitted** to breed any animal or small pet for food or other purposes.

Rabbits, hamsters, rats, mice, gerbils sugar gliders, and guinea pigs— must be kept in an aquarium or other appropriate housing when student is not in the room.

Birds—must be kept in cage or other appropriate housing when student is not in the room.

- One pet is initially allowed per room. An additional pet must be approved by the Pet Council.
- Each student will be expected to properly care for her animal and the animal is not to be left during breaks. A fine of \$250 will be assessed to any student who is not properly taking care of her animal or leaves the animal behind without supervision during breaks, weekends or when leaving for any other reason.
- Students will have the opportunity to foster pets from Columbia Second Chance. CSC has agreed to keep the fostered animal during breaks and will provide food and medical care. You must provide all proper paperwork for each animal that you foster and notify the Resident Director of your building when you get a new animal.
- To assist in eliminating odors, pet waste is to be disposed of in the trash dumpster outside the building, not in the trashcans inside. The use of training pads for everyday use is highly discouraged. Failure to clean up after your pet, after an accident or outside in the campus quad or in the pet walking area, will result in the following:
 - 1st offence: Warning - 2nd offence: \$50.00 fine - 3rd offence: you will be asked to take your pet home
- Pets are to be kept in the pet owner’s room only, not in the common areas.
- While students are out of their rooms, their pet must be crated.
- The College reserves the right to remove a resident and/or her pet if the pet is not properly taken care of or if there is a violation of the pet policies.
- Security, in consultation with Director of Residential Life or the Vice President of Student Services, has the authority to remove a pet that is displaying unacceptable behavior immediately.
- Students who wish to live on the pet floor without a pet must have special permission from the Director of Residence Life. Permission will be granted as space permits.
- Pet fees are due to Residence Life at the beginning of each academic year your pet in on campus.

Violations of this agreement will be sent to the Stephens College the Student Development Office and/or Judicial Board.

I agree to live by the policies set forth in this document:

 Print Name

 Student Signature

 Date

PET INFORMATION SHEET

Your Name _____

Email _____ Phone _____

Pet's Name _____ Age _____

Breed (ex. Beagle, Yorkie, etc.) _____ Color _____

Special Health Concerns for Your Pet _____

What steps have you taken to prepare your animal for living in a community environment?

Prior to moving in, all students who live on a Pet Floor are required to (1) pay a pet deposit (2) provide recent picture of your pet (3) submit proper documentation from a veterinarian (4) submit a copy of the City of Columbia registration for cats/dogs. Each of these requirements is outlined in the Pet Program Agreement that also must be signed and returned. All documentation must be submitted to the Residence Life office no later than two weeks prior to moving into the residence halls.

Student Signature

Date