



900 SE Baker Street  
McMinnville, OR 97128-6894  
T 503.883.5389

Residence Life and Housing  
**LINFIELD.EDU**

## **Pet Living Policy**

Linfield University is unique in allowing resident students the privilege of having their family pets live with them on campus. The future of this pet privilege rests upon the successful administration of the policy and the willingness of students to abide by, and enforce, the policy.

All approved pets will be housed in:

- Jane Failing Hall, which is a co-ed residence hall by floor
- OR Blaine St. apartments (only third or fourth year students are eligible for this option)

This means that spaces will be limited and applications will be considered on a first come, first served basis. By requesting pet friendly housing, you understand you will not be eligible for substance-free housing, gender-inclusive housing, or single gender housing.

It is the purpose of Residence Life to provide a safe environment for members of the Linfield University community and to protect, maintain, and regulate the pet ownership privilege enjoyed by members of the community. It is the responsibility of the pet owner to protect the rights of all students as well as the physical beauty of the campus. The Pet Policy provides the guidelines by which this can be accomplished. By bringing a pet to campus, the student has indicated an understanding of the policy and has agreed to the conditions and penalties therein. Every pet owner is encouraged to consider carefully the advantages and disadvantages of the campus environment for their individual pet.

### **Pet Guidelines**

Small pets are permitted in pet friendly housing as long as they are secured in a cage or tank. Small pets are limited to: turtles, lizards, hamsters, gerbils, chinchillas, or bunnies. A wet aquarium should not exceed twenty gallons. A terrarium may not exceed 40 gallons. Each student may only have one aquarium, terrarium, or cage. Students may not have more than one of these three options. If a student would like to have a hamster or gerbil-- they can have up to two as long as they are housed in the same cage. If a student would like to have fish, there is no limit on the amount that they can have-- so long as the fish can live harmoniously in their single aquarium. These are permitted per student, not per room. In the Blaine St. apartments, there is a limit of 2 approved pets per apartment.

Large pets include cats and dogs. Dogs may not exceed forty pounds in weight when fully grown. Dogs may not exhibit any aggressive behavior. Owners are not permitted to breed any animal. All cats or dogs should be at least 6 months old and have lived with you for at least 6 months before arriving on campus. They should also be fully house trained and/or crate trained before living on campus. All pets should be socialized and able to co-habitate with other animals before arriving on campus. Exotic animals are not allowed on-campus. We also do not allow hedgehogs, snakes, mice, or rats on campus as pets.

## Registration and Application Process

All Pets must be registered and registration approved prior to residing on campus. Failure to register the Animal prior to bringing the Pet to campus will result in an immediate \$250.00 fine plus the cost of cleaning and damages. All small pet registrations are valid for one academic year, fall semester to spring semester. We do not allow pets to live in Summer Housing at this time.

The registration fee for all pets will be a nonrefundable \$250.00 for the entire academic year. The fee includes flea treatment for the Residence Hall and/or apartments for the entire year, as well as general upkeep for the buildings and pet amenities (doggy bags, pet wash station, etc). This \$250 registration fee does not cover any excess cleaning or damages found throughout, or at the end of, the academic year. The registration fee will be charged to the student's account by the Housing office.

All approved animals on campus will be provided with an "Approved Animal" hang tag. This tag should be worn by dogs and cats at all times (on their collar, along with an ID tag identifying the pet's name, room number, and contact information for pet owner). All other animals must have their hang tag displayed on their cage or tank. It is also encouraged that students have their pet microchipped prior to living on campus.

Certification of all appropriate vaccinations must be presented when registering. Dogs and cats are required to be spayed or neutered, and certification that this procedure has been performed must be provided when registering.

If you are living in a double room with a roommate or in an apartment with roommates, you will be placed with someone who specifically indicated that they were okay living in Pet Friendly Housing and/or sharing a space with a pet. You will want to make sure you have started a dialogue with your roommate(s) prior to arriving on campus around room expectations. If you are looking to have two pets within your space, you should take great care in making sure the two pets can coexist. Linfield University is not responsible for any damages or injury related to your space or your pets.

For incoming first year students or transfer students, the Residence Life office will work with each person to get electronic consent regarding registration paperwork. All efforts should be made by the roommates to meet and see if it is a compatible fit before arriving to campus

Upon approval of the animal, there will be additional documentation required by the Residence Life Office:

- Veterinary certification of all recommended and/or required vaccinations
- Completed Pet Friendly Housing Application
- A letter/email from Residence Life approving the animal.
- A photo of the animal sent to [petfriendly@linfield.edu](mailto:petfriendly@linfield.edu)
- Two emergency contacts specifically for your pet
  - One of these contacts can be an on campus roommate or friend, but at least one of them should be an off campus friend or family member

## Rules of Conduct

- Pet owners assume all responsibility for Pet actions regardless of circumstances.
- Pets may not be left on-campus unattended over any breaks or weekends.
- Pet ID Tags that list the pet's name, hall and room number, and owner's cell phone number must be worn at all times, along with the Housing assigned "Approved Animal" tag.
- All Pets must reside with the person they are registered to.
- All Pets must be housebroken and/or crate trained.
- All pets must be on a leash/cage, or otherwise secured, when outside the resident's room. Under no circumstances is any pet allowed to run unsupervised outside the room.
- If a pet is brought to a hall event, the pet owner must be handling the pet at all times.
- Pets are not permitted in residence hall bathrooms.
- If a pet owner uses the Pet Wash Station located in the Jane Failing laundry room, the pet owner is responsible for cleaning the tub afterwards, including any fur that may be in the drain.
- Under no circumstances are pets allowed to run around outside unsupervised. This includes all athletic fields.
- Pets are not allowed in any academic or administrative buildings on campus. This includes Riley student center and the dining hall. They are also not allowed in any other residential buildings or apartments on campus.
- Pet Owners are responsible for ensuring Pets are cleaned up after.
- All Pets must be crated, caged, stationed, or in a terrarium/aquarium when left unattended in a room. Cats are okay to be left out unattended.
- No Pet may exhibit any aggressive behavior towards humans or other Pets. This is determined on a case by case basis by Residence Life Staff.
- Facilities staff need to be able to access a room when work orders are submitted or in the case of emergency maintenance. Residence Life will work to notify room owners when possible.
- If a student is found responsible for smoking marijuana in the presence of their pet or emotional support animal, this can be considered owner negligence and the pet may be removed from University Housing.
- Owner negligence or mistreatment of a pet will not be tolerated. Residence Life staff members will conduct monthly checks of rooms to make sure that the pet is not being neglected, harmed, or living in filth. Failure to maintain upkeep of your pet and living situation may result in pet probation, removal of pets from campus, and/or fines for cleaning of the room.
- Failure to remove a pet from campus will result in a fine and/or conduct action.
- All incidents will be deferred to the Office of Residence Life or a Conduct Board for conduct review.

## Pet Probation

Violating any of the above rules of conduct may result in the pet owner being placed on Pet Probation, or on the animal being removed from University housing. Pet Probation is an opportunity for the pet owner to address concerns made by Residence Life or the residential community. Pet Probation will last for the duration of the academic semester, or until Residence Life deems the issue is resolved. During the pet probation period, the RAs will conduct additional room checks which will be performed (these days will be determined between the RA and resident). If the conditions do not improve, the pet will be removed from University Housing.

## **Removal of Pets from Campus**

If the Office of Residence Life is notified of any mistreatment or negligence, receives a complaint, or if conditions outlined in this manual are violated, pets may be removed from campus. If the University determines that a pet is to be removed from campus, the pet owner has one week to remove the pet from campus. If after that one week the pet is still residing on campus, there will be a \$250 fine issued. Each additional day thereafter there will be a fine of \$100 dollars until the pet's removal.

## **Owner Responsibility**

In accordance with State Law, dogs and cats must be on a leash or harness when outside of their owner's residence hall room. On a leash is defined as a physical tether between the owner and the animal. Small cage-dwelling animals must be secured in a cage if outside of their room.

During any campus break in which the Pet owner will be away from campus (Fall Break, Thanksgiving, Winter Break, Spring Break, Summer Break, etc.) or over a standard weekend, it is expected that the Pet owner will remove the Pet from campus. There will be no exception to this rule, and Pet owners found in non-compliance will be subjected to fines and/or disciplinary action, up to Pet Probation or pet removal. Failure to comply with the Pet Policy and/or requests of the Residence Life Staff may result in fines, conduct action, and/or additional action deemed necessary by the University.

Abandonment, neglect and mistreatment of any Pet by any member of Linfield University will not be tolerated. No warnings will be issued. In the case of abuse, the pet will be removed from the situation in order to prevent contact with the person(s) responsible for the abuse. These actions will be subject to the discretion of the Residence Life Staff and possible referral to a Conduct Board for conduct action.

No Pet is allowed to become a nuisance to the members of the Linfield University community. A nuisance is defined as, but is not limited to, excessive noise, excessive smells, physical harm to humans or other animals/pets, and destruction of property. The Residence Life Staff reserves the right to deem any other act a nuisance. Pet owners are responsible for any damage to University property that their pet may cause. This may include any flea treatment that may be needed in a residence room/building.

## **Roommates**

All roommates must consent to the presence of any pet prior to its arrival on campus and have the right to deny consent for any reason. Consent is given by completing the pet friendly housing application. Pets may not be approved if the roommate fails to consent to the pet's presence in their room. If the pet becomes a disturbance, it must be removed. However, if a roommate suddenly decides to withdraw consent after it has already been given, this conflict must be taken to the Office of Residence Life.

Room changes within pet housing are dependent on room availability within the specific residence hall/apartment community. Should someone need to move out of pet friendly housing, their pet will not be allowed to transfer to another hall.

## **Emotional Support Animals and Service Animals**

Only animals classified as Emotional Support Animals and/or Service Animals, as defined by the Americans with Disabilities Act as Amended, the Fair Housing Act and Section 504 of the Rehabilitation Act of 1973, are allowed to live on-campus outside the guidelines established by the Pet Policy.

Emotional Support Animals (ESA) and Service Animals are welcome in pet friendly housing. Information about the process of obtaining an ESA or Service animal [should be directed to LSS@linfield.edu](mailto:LSS@linfield.edu). The \$250 registration fee may be waived for those approved for a housing accommodation.

## **Pet Friendly Housing FAQs**

### **Will I be notified before staff enters my room/apartment to conduct health and safety checks or complete work orders?**

Yes, your RAs will work with you to let you know which day of the month they will be completing health and safety checks, along with a time window.

### **Can my animal visit other residence halls, apartment buildings, or academic buildings?**

No, your animal is approved to be in your assigned housing only (Jane Failing hall or Blaine St. Apartments). This includes emotional support animals who are living in Jane Failing. Your animal is welcome to visit other rooms or apartments within Jane Failing or the Blaine St. apartments.

### **Can other animals visit me?**

No, only animals who have been approved to live in Pet Friendly Housing, are allowed to be in Pet Friendly Housing. If an unapproved animal visits, they will be held accountable for breaking our "Unauthorized Pet Policy" within the Guide to Living and the room owner (or pet owner if the pet is in a common area) will be fined \$250. This includes emotional support animals who live in a different Residence Hall or campus building.

### **What should I do if my pet becomes ill while in University housing?**

If your pet becomes ill, Residence Life has put together a list of Pet Owner resources that may be used to find a local veterinarian or animal hospital. This list of resources can be found here:

[https://www.linfield.edu/assets/files/reslife/Pet%20Owner%20Resources%20\(3\).pdf](https://www.linfield.edu/assets/files/reslife/Pet%20Owner%20Resources%20(3).pdf)

### **What should I do if my pet dies during the academic year?**

If a pet passes away during the academic year, please work with your RA and Residence Life on how we can best support you. We can help connect you with resources and find ways to help the community heal from the loss.