

Emotional Support Animal Accommodation Packet

This packet is for students to utilize in their request for an Emotional Support Animal (ESA). Information and documentation will be reviewed on an individual, case-by-case basis.

ESA requests for the Fall 2026 semester must be submitted on May 15, 2026. If requests are submitted after May 15, 2026, the counseling and ADA office will begin review of submissions on August 1, 2026.

This packet includes the following:

- *Student Intake Form*
- *Emotional Support Animal Policy*
- *Emotional Support Animal Request Form*

Steps for Students Requesting an ESA:

- Review *Emotional Support Animal Policy*
 - Please ensure that the ESA policy has been reviewed, understood, and agreed upon prior to continuing the next steps in the request process.
- Complete *Student Intake Form*
- Review the *Emotional Support Animal Policy* with treatment provider and request documentation using the *Emotional Support Animal Request Form*.
- Submit all information and documentation to the counseling and ADA services coordinator.
 - The provided information and documentation will be reviewed and a meeting with the student will be scheduled.
- Approval or denial will be shared via email communication with the student **within 14 business days** of the initial meeting.

***Animals are not permitted on Sheridan College property
until there has been an official decision made.***

Submit electronically to smcrae@sheridan.edu



NORTHERN WYOMING
COMMUNITY COLLEGE DISTRICT

**Disability Services – Sheridan College Shaynie
McRae, MS, LPC**

Coordinator of Counseling & ADA Services Mailing

Address:

1 Whitney Way, Sheridan, WY 82801

Office Location:

W156E

Phone: (307) 675-0122

Fax: 888.467.3068 **Attn:** Shaynie McRae **Email:**

smcrae@sheridan.edu

NWCCD Emotional Support Animal Process

I. Purpose

The Fair Housing Amendments Act of 1988, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act (ADA) collectively protect the rights of individuals with disabilities, allowing them to keep service or emotional support animals, even in residences with policies that explicitly prohibit pets. These laws recognize that these animals serve as assistive aids, similar to wheelchairs, and consequently, an exception to a "no pet" policy is generally mandated to enable tenants with disabilities to fully use and enjoy their dwelling.

For individuals residing in most housing complexes, securing a letter or prescription from an appropriate professional, such as a therapist or physician, and meeting the definition of a person with a disability entitles you to reasonable accommodation. This accommodation ensures that you can have a service or emotional support animal in student housing.

It's important to note that student housing is allocated on a first-come, first-served basis. Effort will be made to make appropriate accommodations for all students, fostering an inclusive and supportive living environment.

III. Procedures

How do I receive accommodations for an Emotional Support Animal?

ESAs may not reside in campus housing without the expressed approval of Sheridan College officials. All necessary documentation processes need to be completed each academic year regardless of previous year approvals.

1. Register with the counseling and ADA services coordinator.
2. Verify disability via medical verification form for the ESA. The student will be asked to provide documentation of their disability and medical documentation of the need for the ESA.
3. Students are required to provide up-to-date vaccination/health records for their ESA to the counseling and ADA office that have been updated at 30 days prior to the official move-in date.
4. A meeting with the counseling and ADA services coordinator is required to review this packet and supplemental materials. After this meeting, the counseling and ADA office has **14 business days** to review and make a final decision.

Documentation

For a person to legally qualify for an ESA, they must be considered emotionally disabled by a licensed mental health professional (therapist, psychiatrist, etc.), as evidenced by the information provided in the Emotional Support Animal Request Form.

All questions on Page 7 – Page 9 must be answered for this request to be considered.

The Federal Trade Commission (FTC) has been asked to investigate websites that purport to provide documentation for a healthcare provider in support of the request for an ESA. The website in question offers for sale documentation that is not reliable for purposes of determining whether an individual has a disability or disability-related need for an ESA because the website operators and health care professionals who consult with them lack the personal knowledge that is necessary to make such determinations.

Conflicting Health Conditions with Roommate/Housemates/Suitemates

Students with a medical condition that may be affected by animals (ex. severe allergies) should contact the housing office with any health or safety concerns about exposure to an ESA. Medical documentation of the condition may be requested. If a student has a serious allergy or has any documented reason they are unable to live with an ESA in the assigned room, the owner of the ESA may be asked to move rooms. The counseling and ADA office will resolve any conflict promptly. Sheridan College officials will consider the conflicting needs and/or accommodation of all people involved. If an agreement cannot be reached, the counseling and ADA office/housing office will make a final decision.

Removal of Emotional Support Animal

Sheridan College reserves the right to remove or exclude an ESA from campus if:

- The animal poses a direct threat to the health and safety of others.
- The animal is in poor health or puts humans and other animals at risk of illness.
- The animal does not have proper obedience training and/or if it is not housebroken.
- The animal creates an unmanageable disturbance or interference.
- The student fails to comply with his/her responsibilities stated within the outlined policies.

**Reference the Emotional Support Animal Policy
for a clear outline of the process for the removal of an ESA.**

**Should the ESA be removed from the premises for any reason, the
owner is expected to fulfill his/her housing obligations for the remainder of the housing contract.**



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Student Intake Form

Contact Information

Name (First, Middle Initial, Last): _____

Student ID #: _____

Date of Birth: _____

Mailing Address: _____

Permanent Address (if different) _____

Cell or Home Phone Number(s): _____

Work Phone Number: _____

Email Address: _____

May we use email or phone to communicate with you regarding details or information on the disability accommodations process (such as documentation needed, concerns either of us may have if any, or any other related matters)?

Please initial your response: Phone: Yes _____ No _____ Email: Yes _____ No _____

Who referred you to our office? _____

Disability, Educational History, and Documentation

When were you diagnosed with a disability and who diagnosed you?

Do you have documentation for your disability/disabilities* Check: ____ Yes ____ No

Please explain your primary diagnosis and how an ESA will help alleviate symptoms associated with your diagnosis.

Check all disabilities that apply:

___ Traumatic/Acquired Brain Injury

___ Episodic Condition (Epilepsy)

___ Psychiatric (ADHD, Anxiety)

___ Deaf/Hard of Hearing

___ Physical Disability

___ Speech Impairment

___ Learning Disability

___ Visual Impairment/Blindness

___ Chronic Physical Illness (RA, Lupus)

___ Other

Describe your primary disability and how it impacts and affects your present functioning – in both academic and non-academic environments:



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Explain how having an ESA will help to alleviate difficulties directly caused by your diagnosed disability.

Emotional Support Animal Request Form

This is to be completed by a licensed treatment provider and submitted to the counseling and ADA office. The information asked for on the ESA Request Form must be completed fully. If submitted incomplete, the denial for an ESA will be immediate.

Thank you for taking the time to complete the questions asked on this request form. If the counseling and ADA office/housing office needs additional information, we may contact you at a later date. The named student has signed a release of information indicating written permission to share additional information with us in support of the request.

We recognize that having an ESA in the residence hall can be beneficial for someone with a significant mental health disorder, but the limitations of Sheridan College's housing arrangements make it necessary to carefully consider the impact of the request for an ESA on both the student and the campus community.

The above-named student has indicated that you are the health care provider who has suggested that having an ESA in the residence hall will have therapeutic benefit in alleviating one or more of the identified symptoms or effects of the student's mental health disability. Sheridan College accepts documentation from providers in the State of Wyoming or the student's home state who have personal knowledge of the student, consistent with their professional obligations. Letters purchased from the internet for a set price rarely provide the information necessary to support an ESA request and will result in an immediate denial of the ESA request.

Submit information electronically to smcrae@sheridan.edu

Student Name: _____

Re: Proposed ESA

Name: _____

Type of Animal: _____

Age of Animal: _____

Provider Contact Information

Name: _____

Address: _____

Telephone: _____

Email Address: _____

Place of Employment: _____

Type of License: _____ License #: _____

State Licensed to Practice: _____

The Federal Trade Commission (FTC) has been asked to investigate websites that purport to provide documentation from a healthcare provider in support of requests for an ESA. The websites in question offer for sale documentation that is not reliable for purposes of determining whether an individual has a disability or disability-related need for an ESA because the website operators and health care professionals who consult with them lack the personal knowledge that is necessary to make such determinations.

To evaluate the request for this accommodation, please answer the following questions on a formal letterhead.

1. Federal law defines a person with a disability as someone who has a physical or mental impairment that ***substantially limits*** one or more major life activities. That suggests that a diagnosis (label) does not necessarily equate with a disability (substantial limitation).
 - a. What is the nature of the student's mental health impairment (that is, how is the student ***substantially limited?***)
2. Does the student actively participate in therapeutic sessions with the use of the ESA?
3. Does the student intend to continue therapeutic sessions with the ESA as a therapeutic intervention tool?
4. When did you first meet with the student regarding this mental health diagnosis?
5. When did you last interact with the student regarding this mental health diagnosis?

Information About the Proposed ESA

Please note that there are some restrictions on the kind of animal that can be approved for the residence hall. It is possible the student may be approved for an ESA, based on the information provided here, but may not be allowed in Sheridan College's residence halls.

1. Is the animal named here one that you specifically prescribed as part of treatment for the student, or is it a pet that you believe will have a beneficial effect for the student while in residence on campus?
2. What specific symptoms will be reduced by having an ESA, and how will these symptoms be mitigated by the presence of the ESA?
3. Is there evidence that an ESA has currently or in the past helped this student?

Importance of ESA to Students' Well-Being

1. In your professional opinion, how important is it for the student's well-being that an ESA be in residence on campus? What consequences, in terms of disability symptomatology, may result if the accommodation is not approved?
2. Did this student provide and review a copy of Sheridan College's Emotional Support Animal (ESA) Policy document with you? YES NO
3. Have you discussed the responsibilities associated with properly caring for an animal while engaged in typical college activities and residing in campus housing? Do you believe those responsibilities might exacerbate the student's symptoms in any way? (If you have not had this conversation with the student, we will discuss it with the student at a later date.)

Emotional Support Animal Policy

Below are the rules and responsibilities of the ESA owner regarding care and handling of an ESA at Sheridan College. Please review the information and discuss any questions or concerns with the counseling and ADA services coordinator and/or the housing office.

BEFORE BRINGING THE ANIMAL TO CAMPUS

- The ESA must comply with all applicable laws, as well as WY/Sheridan County licensure and vaccination requirements. A current license and vaccination record for your ESA will be required prior to moving into the residence with the ESA. This information must remain current during the period of this approval and be presented to the counseling and ADA services office.
- Cats and dogs under the age of one year are not permitted.
- The ESA must be trained to use a litter box and/or trained to relieve itself outside. Accidents in the assigned residence halls must be cleaned immediately using appropriate cleaning products. Litter boxes, crates, kennels, and any other device in which the ESA is kept must be cleaned daily. Waste must be bagged in plastic bags and securely tied and disposed of. Waste must be disposed of in outdoor trash receptacles. Litter, bedding, etc. of any type may not be disposed of anywhere in the residence, such as in a trash can, toilets or drains.
- Animals that require a heat lamp are not permitted on campus.

RESIDENCE HALL EXPECTATIONS

- The ESA must reside in the assigned bedroom, and not any space shared with another student. The ESA is prohibited from campus buildings such as dining halls, other residence, academic buildings, or any other space outside of the assigned residential room. The ESA is prohibited in shared spaces such as lounges, kitchens, common living rooms, or bathrooms – except for being taken outside for a walk or transported off campus, as noted below.
- The ESA must remain in a secure crate/cage/carrier if unattended in the residence hall, to allow for the safe entry of college personnel who may need to enter for maintenance or safety purposes.
- The ESA is not to leave the residence except for, as applicable, walks, visits to the veterinarian, etc. While on Sheridan College property, the ESA must be under the owner's supervision, whether in the assigned room or outside. When transporting the ESA outside of the assigned residence it must be on a leash or in a carrier.
- The ESA must wear a collar that includes the owner's contact information.



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- An ESA cannot be with other students in the residence. Students or other people are not allowed access to the owner's room with the intent to take care of the ESA. If an ESA need extended care, the owner of the ESA is expected to find proper care with an off-campus company. (ie. Kennel or pet daycare facility).
 - If an ESA is found unattended in a residence (except during your time in classes, etc.) or it is learned that you have left the ESA unattended in violation of the above paragraph, the ESA will be subject to removal from the building and boarded elsewhere at the ESA owner's expense.
- The ESA must not pose a threat or disruption of any kind to roommates or others in the residence or the campus community at Sheridan College.
 - ○ If the ESA poses a threat, injury, or disruption of any kind, (1) the ESA will be removed from the building (either permanently or temporarily) and/or boarded elsewhere at the ESA's owner's expense and/or (2) the housing office will revoke the accommodation and you will be required to remove the ESA from the residence.

STUDENT OBLIGATIONS

- Damages to any college property will result in charges to the student account.
A list of expenses is included on **Page 18**.
- ESA owners must notify the housing office if there is no longer an ESA in the residence halls.
- ESA owners must notify and reapply with the counseling and ADA office if there is a replacement of an ESA. (such as replacing a cat with a dog).
- Provide a photo of the approved ESA to the counseling and ADA office.

COLLEGE OBLIGATIONS

- Sheridan College reserves the right to exclude or remove any animal that poses a direct threat to the health or safety of others or creates an unreasonable and unmanageable disturbance to the community.



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Emotional Support Animal Registration Form

Owner's Name: _____

Owner's Housing Assignment: _____

Owner's Phone: _____

Animal's Name: _____

Type of Animal: _____

Physical Description of Animal:

Off-Campus Alternate Caregiver for ESA if Owner is Unavailable:

Name: _____

Address: _____

Phone Number: _____

May we use email or phone to communicate regarding details or information pertaining to the safety of your ESA?

Please initial your response: Phone: Yes _____ No _____ Email: Yes _____ No _____

Emotional Support Animal Agreement and Care Plan

Owner Name: _____

Animal Type: _____ Animal name: _____

(Please initial to indicate agreement):

_____ ESAs must be housebroken or in a species-appropriate cage/crate/habitat.

_____ Care and supervision of the ESA are the responsibilities of the individual who benefits from the ESA's use. The owner is required to have control of the ESA at all times, including leash, crate, carrier, etc. The owner is also responsible for the clean-up of the ESA's waste and, if applicable, must dispose of waste in areas designated by Sheridan College.

_____ Food for the ESA should be kept in a sealed plastic container within the confines of the owner's private residence. Open bags of food are not permissible for health and safety reasons, as they attract bugs, rodents, and other pests.

_____ Under local ordinances and regulations, the ESA must be immunized against diseases common to that type of animal. Proof of the ESA's vaccination record is required.

Dogs:

Core Vaccines: Vaccines that are recommended and/or required in Sheridan County for the specific animal.

1. DHPP (Core) - 3 doses, 3 weeks apart, until 5 mos. old, then yearly.
2. Rabies (Core) - initial dose at 16 weeks, then yearly unless 3-year vaccine.
3. Lepto – initial with a booster in 4 weeks then yearly.
4. De-Wormer – 3 doses, 3 weeks apart, then yearly.
5. Bordetella – Initial, then every 6 mos. if frequents with other animals or yearly.
6. Rattlesnake – Initial with booster in 3 weeks, then yearly.

Cats:

Core Vaccines: Vaccines that are recommended and /or required in Sheridan County for the specific animal.

1. FVRCP (Core) – 3 doses, 3 weeks apart, then yearly.
2. Rabies – initial dose, then yearly.
3. De-Wormer – 3 doses, 3 weeks apart, then yearly.
4. FELV – initial dose, then 1 more dose 3-4 weeks apart, then yearly.

_____ Sheridan College requires that the ESA be spayed or neutered. Proof of the ESA's spaying/neutering is required.

_____ Sheridan County requires all dogs and cats to be licensed. Dogs must wear license tags at all times. The tags verify that the immunizations (rabies, etc.) required by law have been given. Proof of the ESA's license number is required.

_____ I agreed that I have registered my ESA with Sheridan County and paid the associated fees. The link below discusses Sheridan County requirements.

[Animal Control FAQ - City of Sheridan, WY \(sheridanwy.gov\)](http://sheridanwy.gov)

_____ I understand that there is a \$220.00 fine and a must appear citation to Municipal Court for failure to vaccinate against rabies.

_____ I understand that city dog licenses must be renewed by July 1st of every year.

_____ I understand that the fine for Failure to License with Sheridan County is \$60

_____ ESA must be on a leash at all times if not in the owner's assigned residence.

_____ Sheridan College may place other reasonable conditions or restrictions on the ESA depending on the nature and characteristics of the animal.

_____ Routine care for the ESA is expected for health and safety reasons. Reasonable care includes, but is not limited to, flea and tick prevention, de-worming, and annual examinations. The College has the right to request documentation relevant to these health and safety concerns at any time during the ESA's stay in residence.

_____ Sheridan College may exclude/remove an ESA when it 1) poses a direct threat to the health or safety of others or 2) results in a fundamental alteration of Sheridan College's program.

_____ Owners of the ESA are solely responsible for any damage to person(s) or Sheridan College property caused by their ESA. Please refer to **Page 18** for estimated expenses.

_____ The approved ESA is only allowed in a person's assigned housing accommodations, specifically the bedroom. ESAs are not allowed in any other Sheridan College-owned building.

_____ The ESA must remain in a secure crate/cage/carrier if you're not in the residence hall to allow for the safe entry of college personnel who may need to enter for maintenance or safety purposes.

_____ If any animal neglect is suspected, the owner is subject to the sanctioning guidelines detailed below. Sheridan College also reserves the right to contact Sheridan County Animal Control. The owner is solely responsible for the health and safety of the ESA.

_____ Photo of approved ESA provided to the counseling and ADA office.

_____ **Other Requirements:** _____

Guidelines for Interaction with Roommates and the Campus Community

(Please initial to indicate agreement):

_____ The owner is responsible for assuring that the ESA does not interfere with the orderly operation of the residence or cause difficulties for other residents of the community. This includes but is not limited to, issues of a sanitary nature, noise concerns, or concerns for the safety of persons and/or physical property. Noise concerns include, but are not limited to, barking, whining, and scratching. Sensitivity to residents with allergies and to those who fear animals is important to ensure a positive residential experience.

_____ The owner is responsible for the cleanliness of the ESA and will eliminate any foul odors.

_____ The owner must notify roommate(s) and/or suitemate(s) about the presence of the ESA, including type and size before the animal is brought into the residence. If a roommate and/or suitemate is unwilling to sign the Roommate/Suitemate

Acknowledgement Form, the housing office will reassign rooms as needed as soon as adequate space is available. Sheridan College reserves the right to assign an individual with an ESA to a single room without a roommate.

_____ The owner is responsible for instructing others on appropriate interactions with the animal and setting clear expectations. The owner can do this individually or in a group setting.

_____ The owner acknowledges that the housing office may indicate the presence of an ESA by marking the residence hall door to notify community members, including cleaning and maintenance staff, of the presence of an ESA.

Removal of Emotional Support Animal

(Please initial to indicate agreement):

Sheridan College reserves the right to remove or exclude an ESA from campus if:

- The animal poses a direct threat to the health and safety of others.
- The animal is in poor health or puts humans and other animals at risk of illness.
- The animal does not have proper obedience training and/or if it is not housebroken.
- The animal creates an unmanageable disturbance or interference.
- The student fails to comply with his/her responsibilities stated within the outlined policies.

NOTE: ESA owners can receive a warning by bringing an ESA to campus prior to final approval.

ESA Removal Process:

Below is the ESA removal process for when the owner fails to comply with his/her responsibilities stated within the outlined policies.

First Violation: Warning Issued

1. Housing Office provides verbal/written warning to ESA owner.
 - a. Documentation recorded in ESA file.
2. Housing Office will coordinate with the ESA owner to provide guidance for compliance.
3. The ESA owner will take responsibility to remedy the issue and prevent further occurrences.

Second Violation: Final Warning Issued

1. Housing Office provides the ESA owner with a written letter that further occurrences could result in the removal of the ESA.
 - a. Documentation recorded in ESA file.
2. Housing Office will coordinate with the ESA owner to develop a plan for proper safekeeping and care for an ESA to prevent further occurrences.

Third Violation: ESA Removal

1. Housing Office provides the ESA owner with a written letter that the ESA is to be removed from the residence halls due to recurrence of noncompliance.
 - a. Documentation recorded in ESA file.
2. ESA owner is given a timeframe to remove the ESA from the residence halls.

_____ Emotional Support Animal Removal Process

Financial Agreement

(Please initial to indicate agreement):

_____ The owner is financially responsible for the actions of the ESA, including bodily injury, property damage, replacement of furniture, carpet, blinds, etc. The owner will be responsible for covering all costs of returning the property to the same condition of move-in beyond normal wear and tear. This may include the cost of cleaning or replacing all carpets and residence hall furniture.

_____ If fleas, ticks, or other pests are detected, the residential room and/or building will be treated using fumigation methods by college-approved pest control services. The costs associated with this service will be billed to the owner's account.

I have read and agree to all terms of the ESA Agreement and Care Plan. I agree that if I have questions, concerns, or need assistance, I will contact a member of the housing office or the counseling and ADA services coordinator.

Student Signature

Date

Counseling and ADA Services Coordinator

Date

Roommate/Suitemate Acknowledgement of Emotional Support Animal

Upon approval of an Emotional Support Animal, the student's roommate(s) or suitemate(s) will be notified (if applicable) to solicit their acknowledgment of the approval and notify them that the approved animal will be residing in a shared assigned living space.

The following is for students in the residence halls and/or apartment:

All roommates or suitemates of the ESA owner must sign an agreement allowing the approved ESA to be in residence with them. If one or more roommates or suitemates do not approve, either the owner and ESA or the non-approving roommates or suitemates, may be moved to a different location, as determined by the housing office.

By my signature below, I understand that an ESA will reside in my roommate/suitemate's assigned bedroom. Should I have any concerns regarding the care and control of the ESA, I will discuss my concerns with the ESA's owner and then with the counseling and ADA services coordinator at (307) 675-0122 (SC) or (307) 681-6082 (GC) if the animal owner and I cannot agree.

_____ Resident's Name	_____ Student ID#	_____ Signature	_____ Date
_____ Resident's Name	_____ Student ID#	_____ Signature	_____ Date
_____ Resident's Name	_____ Student ID#	_____ Signature	_____ Date
_____ Resident's Name	_____ Student ID#	_____ Signature	_____ Date
_____ Resident's Name	_____ Student ID#	_____ Signature	_____ Date
_____ Resident's Name	_____ Student ID#	_____ Signature	_____ Date

Please return this form to the counseling and ADA services coordinator.
This form must be copied and given to the housing office.

Cleaning and Repair List

Your Deposits will not be refunded unless your assigned room is clean enough and prepared for someone to move in right away. Below are charges for cleaning, repairs, and replacement.

All labor is calculated at \$80/hr.

Cleaning Charges

Bathroom Cleaning	
General Cleaning	\$80
Tub & Shower	\$100
Cabinets	\$60
Carpets Shampooed	
Rooms	\$120
Suites	\$400
Floors Cleaned (Vacuumed/Mopped)	
00	
Rooms	\$40
Suites	\$120
Refrigerator Cleaned	
Suites	\$120
Stove Cleaned	\$120
Wall Cleaning	
Rooms	\$120
Suites	\$400

Maintenance & Repairs

Blinds	
Repair	\$80
Replace	\$200
Braille Room Signs	\$200
Bathroom Vent	\$160
Doors	
Inside Doors	\$300
Outside Doors	\$1500
Lights	
Light Cover (small)	\$80
Light Cover (large)	\$160
Mirrors	
Vanity	\$300
Wardrobe (Lofts)	\$700
Screens	
Repair	\$50
Replace	\$250
Smoke Detectors	\$200
Toilet	
Seat	\$50
Replacement	\$250
Walls	
Sheetrock Repair	\$150
Repainting	\$800

Furniture Repair and Replacement

Bed	
Oak Bed Ends	\$450
Cherry Bed Ends	\$450
Mattress	\$300
Mattress Cover	\$50
Springs	\$700
Carpet and vinyl Flooring	
Rooms	\$17
Suites	\$3300
(Efficiency apt. add \$1500 per room)	
Desk	\$450
Desk Chair	\$150
Dresser	\$150
Refrigerator	\$800
Sinks	
Bathroom	
Repair	\$30
Replacement	\$200
Kitchen	
Repair	\$60
Replacement	\$300
Garbage Disposal	
Repair	\$30
Replacement	\$150
Sofa	\$1200
Stove	\$750
Table and Chairs	
Table	\$450
Chairs (per chair)	\$115
Lounge chair	\$450
Side table	\$200
Coffee table	\$250
TV stand	\$400
TV	\$350

The costs for the items listed are estimates. In the case of extreme damage or destruction, the College reserves the



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ESA Checklist for Approval

(To be completed by the counseling and ADA office and/or the housing office.)

1. Completed packet. _____
2. Questions on Pages 7-9 are answered on a formal letterhead. _____
 - a. Therapist/medical provider credentials verified. _____
3. Proof of registration with Sheridan County _____
4. Current vaccination records. _____
 - a. Student understands and acknowledges when the ESAs' vaccinations are due next. _____
5. Proof of spay/neuter. _____
6. The housing office received a copy of the roommate/suitemate agreement. _____
7. Reviewed Emotional Support Animal Agreement and Care Plan
8. Photo of the approved ESA to the counseling and ADA office. _____

Vaccination for this approved ESA is due on _____

The approval of the ESA and supplemental documents expire one (1) year from this date
_____.