Emotional Support Animal Documentation Form

Student’s Name: ______________________________________________________

Re: Proposed Emotional Support Animal

Name: ______________________________

Type of animal: _____________________

Age of animal: ______________________

The above-named student has indicated that you are the (physician, psychiatrist, mental health worker) who has suggested that having an Emotional Support Animal (ESA) in the residence hall will be helpful in alleviating one or more of the identified symptoms or effects of the student’s disability. Generally, we accept documentation from providers in the State of New Jersey or the students' home state. So that we may better evaluate the request for this accommodation, please answer the following questions:

Information About the Student’s Disability

A person with a disability is defined as someone who has “a physical or mental impairment that substantially limits one or more major life activities.” Note: Not every mental health condition/diagnosis represents a disability. In order for a condition to be considered a disability it must substantially limit one or more major life activities

1) What is the nature of the student’s mental health impairment (that is, how is the student substantially limited?)
2) Does the student require ongoing treatment?

3) When did you first meet with the student regarding this mental health impairment?

4) What is the level of severity of this impairment? Mild  Moderate  Severe

**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 you provide here, but may not be allowed to bring the specific animal named.)

5) 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?

6) What symptoms will be reduced by having an ESA?

7) Is there evidence that an ESA has helped this student in the past or currently?

**Importance of ESA to Student’s Well-Being**

8) In your opinion, how important is it for the student’s well-being that an ESA be in residence on campus?
9) What consequences, in terms of disability symptomology, may result if the accommodation is not approved?

10) Have you discussed the responsibilities associated with properly caring for an animal while engaged in typical college activities and residing in campus housing (i.e. the animal will only be permitted in the student’s living quarters, animal needs to be caged/crated when the student is in class or outside their living quarters, living quarters are small and often shared with other students)?

11) 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 with the student at a later date.)

Thank you for taking the time to complete this form. If we need additional information, we may contact you at a later date.

We recognize that having an ESA in the residence hall can be a real benefit for someone with a significant mental health impairment, but the practical limitations of our housing arrangements make it necessary to carefully consider the impact of the request for an ESA on both the student and the campus community.

Please provide contact information, sign and date this questionnaire (below), and return it to:

Office of Specialized Services
Ramapo College of NJ
505 Ramapo Valley Rd.
Mahwah, NJ 07430

Or fax: 201-684-7004

Contact information: ____________________________________________________________

Address: ________________________________________________________________

Telephone: ________________________________

FAX and/or Email address: ____________________________________________

Professional Signature: ____________________________________________
License #:_____________________________________________________________

Date: _________________________________________________________________

(This form has been developed as part of DAIS Professional Development workshop. Permission is freely granted to use or adapt the form and the questions for use on your campus.)