

New Orleans Baptist Theological Seminary Pet Ownership Policy

New Orleans Baptist Theological Seminary is a “pet-friendly” campus that allows residents to become pet owners under the guidelines detailed in this document and in compliance with New Orleans city ordinances pertaining to animals. This policy is designed to ensure the health and safety of campus community members, guard against damage to campus facilities, and ensure the health and well-being of approved pets. Owning a pet is a privilege extended by the seminary, which can be revoked on an individual basis if there are violations.

Approved Pets

- 1) Apartments: approved pets are fish kept in an aquarium (25 gallons maximum), small caged animals, and rabbits. ONLY residents in Farnsworth and select Willingham apartments are allowed a cat or a dog. No ferrets, wild or exotic animals are allowed.
- 2) Dormitories and Courtyard: approved pets are fish kept in an aquarium (5 gallons maximum) and small caged animals. No dogs, cats, rabbits, ferrets, wild, or exotic animals are allowed.
- 3) A maximum of one (1) animal is allowed per dwelling (except fish, where only 1 aquarium is allowed). Faculty may have up to two (2). Any exception must be approved by the Housing Director and Executive Director of Facilities and Safety.
- 4) Easily excitable or aggressive pets; pets that are excessively loud; and pets that require extensive care which could interfere with work responsibilities (for Faculty and Staff) are not considered suitable.

Pet Complaints

Complaints about aggressive animals should be made to the RM of each housing area. Complaints can also be directed to the Director of Housing

In cases of complaints about aggressive or otherwise problematic pets, the procedure below will be followed for resolution. *In the case that a pet on campus were to bite a campus resident, the pet may be subject to immediate removal determined on a case by case basis.*

1st violation- Verbal warning from the RA with a follow-up email sent to the resident included to the Director of Housing and Director of Student Services about the situation

2nd violation- Written citation from the RA that is copied to the housing office, and an in-person meeting with Director of Student Services and a signed notice of violation

3rd violation- Pet eviction notice from police that will be signed by the resident and returned to housing office, with one week (7 day) notice to remove the pet from campus

One Week (7 days) following the pet eviction notice, a follow-up visit by Campus Police to ensure the animal was removed, unless prior arrangements with the Dean of Students was made

Pet Registration

All animals must be approved by the Housing Office **before** purchase and/or being brought on campus. Once approved, pet registration must be completed with the Housing Office within one business day of the pet being brought on campus. A current photograph of the animal must be provided on the day registration is completed. In the case of young animals, photographs should

be provided semi-annually until the animal reaches adulthood. Dogs and cats must maintain a current license from the City of New Orleans (N.O.18:V:2:18:227.). Faculty and Staff living on campus prior to 8/1/12 are not required to register.

Pet Deposit & Pet Fee

Pet owners assume all responsibility for damage to NOBTS buildings and grounds caused by their pet[s]. A non-refundable \$200 pet deposit is required at the time the pet is registered on campus. This deposit will be used to cover any damages accrued during residency. Additionally, apartment residents with a cat or a dog will be charged a monthly \$15 pet fee. These fees are waived for residents in Faculty houses and townhouses.

Pet Care

Pet owners assume all responsibility for the well-being of their animals and for their animals' actions on campus. Pet owners agree to the following:

- 1) Pet owners are expected to provide adequate care to meet the animal's needs with regard to food, hygiene, health care, and obedience training.
- 2) Pets must be under the control of the pet owner on a leash at all times when outside the pet owner's residence.
- 3) Pets are not allowed in any campus building, the front quadrangle, non-pet friendly housing areas, or any of the playground areas.
- 4) Pet owners are responsible for cleaning up any pet-related accidents in their residences and for immediately picking up animal waste when walking on campus.
- 5) Pets shall not be left unattended for more than three days.
- 6) Flea infestation must be attended to immediately with the Facilities Department Pest Control personnel.
- 7) Pets must not be allowed to disrupt others (e.g., barking, yowling, howling, etc.). Pets which constitute a nuisance or danger to other residents, as determined by the Housing Director, must be removed within seven (7) days after notification of the pet owners from the Housing Director.
- 8) Pets must not be involved in an incident where a person experiences either the threat of or an actual injury as a result of the animal's behavior. All liability for the actions of the animal (bites, scratches, etc.) is the responsibility of the owner. Personal renter's insurance by the owner is strongly encouraged.
- 9) The owner will notify the Housing Office if the pet has escaped its confines and is unable to be located within twelve (12) hours.
- 10) Cats
 - a. Record copies of all required immunizations and annual rabies shots must be provided and updated annually (N.O.18: IV: Sec.8-168 & 170.).
 - b. It is recommended that cats be spayed or neutered at the appropriate age.
 - c. Must have a litter box, and collar with identification.
- 11) Dogs
 - a. Shall not exceed a maximum height of 24" and weight of 50 lbs. Larger dogs must be evaluated on a case-by-case basis. Breeds traditionally used for fighting, guard, or security purposes are not allowed. **These include, but are not limited to the following: Pit Bulls, wolf hybrids, Rottweilers,**

German Shepherds, Akitas, Staffordshire Terriers, Chows, Alaskan Malamutes, Doberman Pinschers, Siberian Huskies, or Presa Canarios.

- b. Dogs brought on campus before 10/1/19 are exempt from size and breed restrictions.
- c. Record copies of all required immunizations and annual rabies shots must be provided and updated annually (N.O.18: IV: Sec.8-168 & 170.).
- d. Record copies of proof or spay/neuter or of an intact dog permit must be provided. Temporary intact dog permits must be updated as needed (N.O.18: V: Sec. 306 & 307.).
- e. Must be collared and tagged with identification on a leash when outside, but never tethered.

I agree to abide by the conditions set forth in this policy.

_____ Print Name

_____ Phone # (in case of emergency)

_____ Campus Address

_____ Pet's Name

_____ Species and Breed

_____ Veterinary Clinic Name

_____ Signature _____ Date