



Operating Protocol & Procedure

Details:

Number: 902

Title: Service Animals on PCC Campuses

Category: Safety and Security

Office of Primary Responsibility: Accessibility Center

Approved: 1/15/18

Effective: 1/15/18

Revised: 1/22/25

Reviewed: January 2025

Purpose:

The purpose of this protocol is to address the presence of service animals on the College campuses and the requirement that such animals must be under the control of the owner, and establish procedures for when a service animal is not under the owner's control.

Applicability:

Students, staff, and visitors to any PCC campus

Definitions:

Service animal - A service animal is any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability.

References:

[ADA Service Animals](#)

Attachments or related forms/documents:

None

Operating Protocol:

Pueblo Community College (PCC) permits the use of service animals by any individual with a disability who is attending courses, working on campus, or visiting any College campus. Please note that dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA. Also, PCC is not responsible for the care or supervision of any service animals.

All service animals must remain under control of the service animal's handler at all times. A service animal must have a leash, harness, or other tether unless the handler is unable due to a disability or it would interfere with the task the service animal was trained to perform. In this case, the handler must be in full control of the service animal by using voice commands, signals, or other effective measures.

The handler will be asked to remove the service animal from the premises if the animal is out of control and the animal's handler does not take effective action to control it, if the animal is not housebroken, if the animal bites or attempts to bite another animal or any individual, or if the animal acts aggressively towards other animals or any individual on campus.

Repeated violations could result in the service animal being banned from campus until the handler can demonstrate that the animal is sufficiently controlled.

Procedure:

Anyone with concerns regarding a service animal on campus should contact the PCC Accessibility Center or the Accessibility Center representative on the campus.