

This guide outlines the process for students, staff, affiliates, and visitors who rely on service animals at Assiniboine College. It supports the implementation of the Service Animal Policy M15 and ensures a barrier-free experience for all members of the College community. Assiniboine College recognizes that service animals and their partners have an immediate right of access to campus. In rare cases, such as specific health and safety concerns, access may be reasonably limited. In these instances, the College will assess accommodation needs on a case-by-case basis to ensure a barrier-free experience wherever possible.

Identification

Service animals should be visually identifiable, typically by wearing a clearly marked vest or harness. Partners are not required to provide certification or documentation unless there is a legitimate concern about the animal's behavior or role.

Process by Audience

Students

Students are encouraged to contact their Student Success Advisor prior to bringing a service animal to campus. This allows for orientation to relief areas and assessment of any required accommodations.

Medical documentation may be requested if the disability-related need is not apparent.

Accommodations are assessed on a case-by-case basis under Policy A03 – Academic Accommodations.

Contact: accessibility@assiniboine.net

Staff

Staff are encouraged to contact Human Resources before bringing a service animal to work. This ensures orientation and assessment of any necessary accommodations. Medical documentation may be requested if the disability-related need is not apparent. Accommodations are assessed on a case-by-case basis under Policy HRG-1 – Reasonable Accommodation Policy.

Contact: humanresources@assiniboine.net

Affiliates

Affiliates (e.g., bookstore, cafeteria, daycare, contractors) are encouraged to contact Security prior to bringing a service animal to campus. Orientation and accommodation needs will be assessed as required. Medical documentation may be requested if the disability-related need is not apparent.

Accommodations are assessed on a case-by-case basis under Policy HRG-1 – Reasonable Accommodation Policy.

Contact: security@assiniboine.net

This document is available in alternate formats by contacting respect@assiniboine.net

Visitors

Visitors with service animals are welcome on campus. If the animal is not clearly identifiable, College staff may respectfully inquire about its role. Staff will follow respectful processes as outlined in the Service Animal Policy. Visitors may speak with Security for information about relief areas.

Contact: security@assiniboine.net

Conflicting Rights

Assiniboine College recognizes that while service animals support accessibility, some individuals may have disability-related needs that conflict with their presence (e.g., severe allergies or phobias). Concerns may be submitted using the [Service Animal Accommodation & Concern Form](#). The Respectful College Coordinator will review concerns through a reasonable accommodation process and explore solutions that respect the rights of all parties.