(J913)

Pet Policy

While the keeping of pets in Seminary apartments is not encouraged, the following regulations will be strictly enforced:

Pets are only permitted in the following housing units: Baughman Hall (1st and 2nd floor only), Hay St. townhouses, Heiges Hall, North Hall, Richard House, and Stuempfle Hall. They are not permitted in other Seminary buildings e.g. Valentine Hall, the A.R.Wentz Library, Refectory or the Chapel, or on 3rd floor Baughman**. NO VISITING PETS ARE PERMITTED IN SEMINARY HOUSING.**

Pet application forms must be filled out and returned to the housing coordinator as soon as the pet becomes a member of a seminary family. **A NEW PET APPLICATION MUST BE SUBMITTED EACH YEAR FOR EACH PET**. It is the responsibility of the pet owner to have all shots up-to-date at all times.

Pets include dog, cat, rabbit, fish, birds, turtle, snake, hamster, gerbil, guinea pig, etc.

There will be a yearly fee of $200 per academic year, for each pet, except for pets that are permanently confined with terraria or aquaria. See the fee schedule for these pets. This annual fee, as approved by the Board of Directors, provides for extra wear and tear inflicted by pets and extra necessary cleaning but does not cover damages which are the responsibility of the pet owner.

Fee Schedule

Terraria or aquaria	$100 security deposit per cage/tank (this deposit may be carried over to succeeding years)
Dogs and Cats	$250 security deposit for each pet (this deposit may be carried over to succeeding years)
	$200 for each pet, fee to be paid each year

Property and liability insurance is highly recommended. This may be obtained locally.

There is a limit of two pets per family. Approval for pets will be authorized at the discretion of the housing coordinator.

Pet owners are responsible for the discipline of their pets. Pets are never to be left unattended or tethered outside the owner's apartment or other seminary buildings. (The only exception is, pets may be tethered outside of Valentine Hall, by the mailroom entrance for no more than 15 minutes for mail pick-up.) Barking dogs that annoy other residents need to be controlled by their owners.

Complaints or instances of violation of regulations shall be reported, in writing, to the housing coordinator. A staff person shall investigate the situation and, where appropriate, issue a written warning to the pet owner. If the situation is not rectified within two weeks, the housing coordinator may require the removal of the pet. Owners who fail to comply will be subject to termination of lease. An appeal of a decision can be made to the Student Housing Committee. Verbal complaints or rumors will not be acted upon.

Failure to comply with the directives of this policy statement or discovery of unauthorized, unregistered pets will result in a $100 fine plus charges for the yearly fees of $200 per pet, and possible removal of the pet and possible termination of lease.

THE HOUSING OFFICE RESERVES THE RIGHT TO INSPECT APARTMENTS FOR POSSIBLE PET DAMAGE OR FOR UNREGISTERED PETS UPON GIVING REASONABLE NOTIFICATION TO THE PET OWNER.

Security Deposit Refund

When you vacate your campus housing and turn-in your keys to the Events/Housing office, maintenance personnel will then inspect your apartment. Damage, if any and the amount of refund will be determined from this inspection.

If no damage has occurred and you are entitled to a refund of your pet security deposit, a credit will be placed on the student account following vacancy of the apartment, and will be refunded following the normal procedures for account refunds.

Criteria for dogs and cats:

a) Dogs

Proof of the following yearly vaccinations is required: rabies, parvovirus, and distemper. These are required as a safeguard against health problems which could impact the Seminary community.

Verification of a current valid dog license. Local ordinances require that dog owners obtain a local license.

Large dog breeds are discouraged and may not be approved. This size restriction is due to the limited living areas of apartments.

All dogs must be house-trained for obvious health reasons and no vicious dogs will be approved.

All dogs must be on a leash when outside.

Gettysburg Borough has an ordinance indicating that all dog litter must be cleaned up promptly from all properties.

b) Cats

All cats must have proof of being spayed and neutered.

Are required to submit proof of a current rabies vaccination.