

Pax House Student Handbook

RESIDENCE INFORMATION BOOKLET

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Welcome to Pax House

Welcome to Pax House at Menno Hall. Whether you are preparing for your first year or continuing your studies, we are glad you are considering making Pax House your home.

Pax House is more than a residence. It's a community shaped by shared values—hospitality, simplicity, service, and peacemaking. These values guide how we live together, resolve conflict, and support one another.

Living here means:

- Sharing meals and meaningful conversations
- Participating in shared practices like prayer, retreats, and weekly chores
- Engaging with people from diverse backgrounds and beliefs
- Exploring questions of purpose, identity, and faith

You do not need to be Mennonite or Christian to belong here. What matters is your openness to community, curiosity, and mutual respect.

We invite you to bring your whole self—your questions, your convictions, your creativity—and help shape a living and learning environment rooted in care, community, and growth.

We look forward to welcoming you.

The Team at Pax House

Why Choose Pax House

Pax House at Menno Hall offers more than a place to live. It is a residence designed for students who want to be part of a values-based community while pursuing their academic goals.

If you are looking for a housing experience that supports your studies and invites you into meaningful relationships, shared rhythms, and personal growth, Pax House may be the right fit.

Here is what sets Pax House apart:

- A supportive environment for spiritual exploration and respectful dialogue
- Opportunities to participate in shared meals, retreats, and community life.
- A restorative approach to conflict and accountability
- A culture of inclusion, mutual respect, and curiosity
- Access to unique programming through the Peace Bridge Institute, located on-site.
- Whether you are new to university or continuing your studies, Pax House offers a residential experience that integrates academic life with intentional community

Our Vision

Pax House at Menno Hall is an intentional student residence rooted in the Way of Jesus. We live by values of **peacemaking, hospitality, simplicity, and service**, shaping a community that supports academic, spiritual, and personal growth.

We believe that community is essential during the university years—a time often marked by transition, independence, and uncertainty. Pax House offers a counter-cultural model: a shared life built on cooperation, compassion, and mutual responsibility. Living here means choosing to engage in intentional community—a way of life that prioritizes shared activities, mutual care, and purposeful connection. This includes shared meals, times of prayer and reflection, and everyday responsibilities like chores and care for common spaces (See “What Is Intentional Living” below).

Our goal is to foster a residential experience where students are supported in their studies, challenged to grow in character, and invited to explore questions of purpose and faith. We welcome students of all backgrounds who are open to community, curiosity, and mutual respect.

WHAT IS INTENTIONAL LIVING?

Intentional living at Pax House means choosing to live with purpose in community—sharing everyday responsibilities, practicing hospitality, and engaging with people in ways that foster mutual care, growth, and reflection. It’s a commitment to shaping life together around values that support personal and collective wellbeing.

Our Story

Pax House has evolved from an earlier (1986) Student ministry initiative when a group of Mennonite Christians established the Menno Simons Centre near UBC, creating a home for approximately 24 students each year. Their vision was to offer a residential community where students could live in intentional Christian fellowship while pursuing university studies. In 2018, the community began transitioning closer to the UBC campus through a partnership with Hyland, the real estate group of companies owned by MCC. Today, Pax House operates as a faith-informed student residence under the leadership of the Pax House Society

For more on our history please go to our website.

[www.https://pcda.bc.ca/about/our-history/](https://pcda.bc.ca/about/our-history/)

Core Values

Pax House is shaped by values of peace, hospitality, simplicity, and service, as expressed in the Shared Convictions of the Mennonite World Conference. We welcome students of all beliefs, including those with no religious affiliation. Our goal is to foster respectful dialogue, spiritual exploration, and inclusive community life.

- **Peacemaking:** We commit to nonviolence, justice, and reconciliation in our relationships and studies. We aim to be peacemakers in all areas of life.
- **Hospitality:** We foster a spirit of openness and inclusion within our shared spaces. Shared meals and open tables with our fellow students grows community
- **Simplicity:** We seek conscious ways of living that resist consumerism, care for creation, and share generously—even when resources are limited.
- **Service:** We serve each other, the local community, and global neighbours through practical acts of care. Leadership is shared and based on innate leadership skills, not hierarchy.

Rhythms & Practices

1. **Meals:** Eating together fosters connection and conversation. We value sustainable food practices and responsible waste management.
2. **Retreats:** Time away from routine helps us rest, reflect, and deepen relationships.
3. **Worship and Prayer:** We engage in spiritual practices individually and collectively, welcoming collaboration with other faith groups.
4. **Gratis (Chores):** Weekly chores are a shared responsibility and a tangible way to express gratitude, serve one another, and demonstrate care for our shared space. They reflect our commitment to community life and mutual support.
5. **Study:** We value learning as a way to explore the intersection of faith, identity, and vocation.

About This Handbook

This Student Handbook outlines the shared expectations, community life, and values that shape life at Pax House. It is designed to support a respectful, inclusive, and intentional community rooted in the Way of Jesus. We aim to live together in both unity and diversity, practicing care, intentionality and mutual respect. This handbook is a living document and will be updated as Pax House evolves.

The Pax House Team

The Director of Pax House at Menno Hall, Wanda Froese, oversees a team committed to fostering a safe, respectful, and values-based living environment. Together, they are building a residential experience grounded in academic engagement, mutual respect, spiritual exploration, and shared responsibility.

You will be introduced to other members of the team as they come on board, including:

- Dean of Students
- Kitchen Manager
- Residence Assistants (RAs)
- Administrative and Facilities staff, supporting the daily operations of Pax House and ensuring that the residence and food services runs smoothly and safely.

Each role contributes to the wellbeing of students and the smooth operation of Pax House. You will get to know them during orientation and throughout your time in residence.

A Word About Residence Assistants (RAs)

Residence Assistants (RAs) are student staff who live in Pax House and help foster a respectful, inclusive, and values-based community. Their role is relational, not disciplinary, and they serve as a bridge between students and the residence leadership team.

RAs contribute in several ways:

- Supporting spiritual growth and connection among residents
- Leading discussion circles and voluntary Bible study groups
- Leading required dorm meetings on a regular basis
- Planning and promoting community events
- Helping clarify residence guidelines and forwarding student concerns
- Offering peer support and helping resolve minor conflicts

Residence Assistants (RAs) are selected for their maturity, relational skills, and commitment to Pax House values. Applications open in the new year, with orientation and training provided. RAs receive a financial subsidy in recognition of their contribution.

Housing

ROOM ASSIGNMENT AND PREFERENCES

Pax House offers 86 single rooms and a limited number of suite rooms (double, triple, and quad). All rooms are furnished. While we do our best to match you with your preferred room type, availability is limited—especially for suites.

To help us understand your preferences

- List your room types in order of preference on your application.
- Keep in mind: you will receive only one room offer per application, based on availability and fit.

If you are assigned a suite room, you will be placed with roommates. Roommate requests can be submitted as part of your application and will be considered when possible.

ROOM TYPES

Single Room

- Includes access to dining hall meals and common spaces.
- Single room residents are expected to eat in the dining hall and must purchase a meal plan.
- Pax House offers Standard, Large, Deluxe, and Premium single rooms. All single rooms are furnished. See page 14 of the student handbook for a full breakdown of each room type.
- See the 'Accommodation options' section on <https://paxhouse.ca> to view sample floor plans.

Double Suite

- Private bedroom (approximately 136 sq ft) within a shared suite. Suites are furnished with beds, mattresses, and shared seating.
- Includes access to dining hall meals and common spaces.
- Double Suite residents are expected to eat in the dining hall and must purchase a meal plan.
- See the 'Accommodation options' section on <https://paxhouse.ca> to view sample floor plans.

Triple (3 bedroom) and Quad (4 bedroom) Suites

- Each suite includes a shared kitchen, bathroom, and lounge area. Suites are furnished with beds, mattresses, shared seating, and kitchen appliances. Suite residents also have access to all common spaces and may choose to participate in a meal plan.
- See the 'Accommodation options' section on <https://paxhouse.ca> to view sample floor plans.

ROOM TYPE	SIZE	# AVAILABLE	COST PER MONTH
Single Room Standard: private bathroom, furnished with bed, desk, chair,	157 – 179 sq ft	68	\$1250
Single Room Large: private bathroom, furnished with bed, desk, chair,	194-228 sq ft	7	\$1300
Single Room Deluxe: private bathroom, furnished with bed, desk, chair	310-339 sq ft	7	\$1400
Single Room Premium - private bathroom, kitchen, queen bed, desk, chair	330 sq ft	2	\$1500
Double (no kitchen, shared bathroom)	120 sq ft (av)	4	\$1300
Triple (shared bathroom, kitchen)	123 sq ft (av)	9	\$1500
Quad (shared bathroom, kitchen)	117 sq ft (av)	8	\$1500

ROOMMATE SELECTION (DOUBLE, TRIPLE, OR QUAD ONLY)

Only students requesting suite rooms (double, triple, or quad) will be assigned roommates.

Requesting a Roommate:

- Roommate requests must be submitted as part of the housing application.
- All requested roommates must apply and be accepted to Pax House.
- While we will do our best to honour requests, assignments are based on availability and fit.
- If no roommate is requested, assignments will be made based on compatibility and shared living preferences.

Assignment Process

- Roommate pairings are finalized by the Dean of Students or their designate. Questions or concerns about the process should be directed to the Dean.
- Roommate arrangements may be adjusted at the discretion of the Dean of Students.
- Room assignments are based on several factors, including roommate requests, housing availability, natal sex, and the student's age or degree program (undergraduate or graduate).
- Unreported moves are prohibited.

ACCESSIBILITY AT PAX HOUSE

Pax House is committed to providing an inclusive living environment.

We offer:

- 3 rooms with accessible layouts and features for students with disability-related needs.
- Barrier-free entry and accessible common areas, including lounges and shared spaces.

Accessible rooms are available to eligible students based on demonstrated need and availability.

ELIGIBILITY FOR ACCESSIBLE HOUSING

To qualify for accessible housing, students must have a disability or chronic health condition that creates significant functional limitations.

Approval is based on documented need, not preference. Examples of eligible needs include mobility limitations, functional limitations requiring direct bathroom access, or support for registered service animals.

COMMON SPACES

All residents have access to:

- Reading Rooms
- Dining Hall
- Community/Small Group Spaces
- Study Rooms
- Rooftop Gardens
- Prayer Room (includes a piano and may also be used for music practice)
- Video and Games Room
- Laundry Room
- Bike Lockers
- Residence Lounges
- Communal Kitchenettes
- Chapel/Auditorium

Some shared areas at Menno Hall—particularly those located on Floors 1 and 2, such as the Chapel and Auditorium—will be used regularly by external groups, including campus partners and other organizations. These spaces are designed to serve both residents and the broader university and local community.

To ensure resident safety and privacy, access to residential floors (Levels 2–5) is restricted to Pax House residents, staff, and registered guests. Entry is managed through secure access protocols, and third-party users will not have access to residence areas.

As part of our commitment to hospitality, we ask residents to help foster a welcoming atmosphere when sharing common spaces with others.

RESIDENCY TERM AND FEE STRUCTURE

Pax House operates on a **12-month residency model**, meaning students typically commit to a full year of residence from September to August.

Additional student work opportunities may be available to help offset residence fees. If you are interested in learning more or applying for these roles, please contact the Pax House office.

See graph on page 14 for room types and prices.

See graph on page 25 for fee structure.

SUMMER SUBLETTING

- Subletting may be permitted during the summer months (May to August).
- Subject to approval and specific conditions.
- Full details will be outlined in the housing agreement.

INCLUDED IN YOUR RESIDENCE FEES

Your residence fees cover the following:

- Internet Access
 - Wi-Fi provided throughout residence areas
 - Usage guidelines and support details shared during orientation.
- Utilities
 - Heat, electricity, and water included.
- Bike Storage
 - Secure indoor bike lockers available
- Student Programming and Support
 - Regular community events and staff-led programming
 - Note: Some optional events may involve additional costs
- Storage for Personal Belongings
 - Limited free storage space available
 - Between-term storage is not guaranteed
 - Students are responsible for managing their own belongings.
 - Items stored but not claimed the following term will be removed from the premises

PARKING

- Limited indoor parking is available for student residents.
- Cost: \$440 per semester
- Must be requested during the application process.
- Availability is based on demand and demonstrated need.
- If you do not secure a Pax House parking space:
 - UBC offers student parking permits for long-term use.
 - Availability varies by location.
 - Visit [UBC Parking Services](#).for current rates and maps.

TRANSPORTATION ALTERNATIVES

- A bus stop is located directly in front of Pax House, offering convenient access to UBC and surrounding areas.
- Secure bike storage supports cycling as a primary mode of travel.

SECURITY AND ACCESS

- Only Pax House residents, staff, and invited guests (accompanied by residents) may access residential floors (Levels 2–5)
- Building access, arrivals, and departures are managed through secure protocols.
- Details about door entry systems, visitor registration, and safety procedures are provided in your housing contract and during orientation.

INSURANCE

- Pax House does not provide coverage for personal belongings.
- Students are strongly encouraged to obtain renters' insurance to protect against theft, damage, or loss.

APPLIANCE RESTRICTIONS

To support fire safety, energy efficiency, and community standards:

- Toasters, microwaves, and other small cooking appliances are not permitted in individual residence rooms.
- Shared kitchenettes and lounges are equipped with communal appliances for student use.
- Full details about permitted and prohibited items are outlined in the housing agreement.

MEAL PLAN

Pax House offers a three-meals-a-day plan as our primary option, designed to support community life and simplify your dining experience. We are also planning to provide additional meal plan choices for greater flexibility. These options will be detailed in your offer letter, allowing you to select the plan that best fits your needs.

Our meal plan pricing will align with UBC's Residence Dining Plan.

DIETARY NEEDS AND ACCOMONDATIONS

We understand that students may have specific dietary needs or preferences due to medical, religious, or personal reasons. When selecting your meal plan, please indicate any dietary requirements as part of your meal plan confirmation process.

We will make every reasonable effort to accommodate identified dietary needs to ensure all residents have access to suitable and nutritious meal options throughout their stay.

Application Process

APPLICATION TIMELINE:

- Applications are due: January 28th
- Review of applications: February to March
- Residence offers sent: Most offers are sent the 1st Week of April.
- Because UBC releases first-year admission offers across several months (March–May), Pax House reserves a number of spaces for newly admitted students. If you haven't received your UBC decision yet, you may still apply — and we will consider you in our subsequent offer cycles.
- You have ten days to accept your offer.

RESIDENCE OFFERS:

- Sent by email and include an expiry date to respond and pay your deposit.
- Room availability depends on the selected room type; some options are more popular than others.
- Only one offer is made per application.

OFFER DETAILS:

- Includes terms for cancellation, payment schedules, conduct expectations, and appeals process.
- All fees and requirements will be outlined in the housing contract at the time of offer.

PAX HOUSE OPENING:

- Pax House opens for the first time Fall, 2026. Therefore:
- Some finishing work may continue in shared spaces during early fall.
- All student rooms will be move-in ready by September 5, 2026.
- Early arrivals cannot be accommodated for the 2026–2027 academic year.

PAYMENT TERMS:

- To confirm your room reservation, you must pay:
 - A non-refundable instalment fee equal to one month's rent, due within 10 days of receiving your housing offer. This amount will be credited toward your final month's rent.
 - A security deposit equal to 50% of one month's rent, which is refundable at the end of your residency, subject to room inspection and account clearance.
 - Residence fees are due before the start of each term (August 15th, December 15th, April 15th)
 - A \$50 late fee applies to all late payments. If you anticipate any difficulty paying your fees on time, please contact us as soon as possible. We are committed to working with you to find a solution.
- Meal plan payments are due before the start of each term (August 15th, December 15th, April 15th); students will receive invoices outlining the total cost of their meal plan.
 - Meal plan selection is confirmed during the housing acceptance process. Once selected, changes are limited and subject to availability.
 - Summer meal plans will be billed separately, based on daily rates or flexible bundles.
 - Meal Plan Options will be outlined in your offer.

FEES AND PAYMENTS FOR FALL 2026

ITEM	AMOUNT (CAD)	DETAILS	PAYMENT DEADLINES
Application Fee	\$50	Non-refundable	Due upon Application
Acceptance Fee	Equal to one month's rent	Credited to your final month's rental payment	Due upon acceptance
Security Deposit	Equal to 50% of one month's rent	Refunded at lease end if conditions are met	Due upon acceptance
Rent	Price is based on room type. See page 17 for pricing by room	Includes utilities and internet	Residence fees are due before the start of each term (August 15th, December 15th, April 15th)
Meal Plan	Price will be based on number of meals per day	Required for all students in single and double rooms	Meal Plan fees are due before the start of each term (August 15th, December 15th, April 15th)

CANCELLATION TERMS

Once a student signs a housing contract, they are expected to fulfill the full term of residency. If extenuating circumstances arise (e.g. medical, personal, or academic), students may request a cancellation or amendment.

- Requests must be submitted in writing to the Director of Pax House.
- Supporting documentation may be required.
- Each case will be reviewed individually.
- Approved cancellations may result in partial refunds, subject to timing and administrative costs.

Cancellation policies and forms will be available through the Pax House office.

Shared Life at Pax House: Community Expectations

Living in community means practicing mutual respect, care, and accountability. This section outlines the core expectations that guide life at Pax House. It is designed to help you understand what it means to live well with others and to support a safe, respectful, and values-based residential experience.

These guidelines reflect the foundational practices and standards of Pax House. They are intended to help you decide whether this community is a good fit for your university experience. Full details, including expanded policies and procedures, will be provided as part of your housing contract and orientation materials once your room offer is made.

COMMUNITY RHYTHMS AND PARTICIPATION

As part of shared life at Pax House, students are expected to participate in key community activities.

These include:

- Two annual Pax House retreats, designed to foster connection, reflection, and shared learning. One will take place during Orientation Week and one in January, both on campus (no overnight requirement).
- Weekly family-style dinners (Wednesdays), which are central to our value of hospitality and provide space for meaningful conversation and connection.
- Regular dorm meetings, which support communication, shared decision-making, and community building.

All other community events are invitational and voluntary. These may include service opportunities, recreational sports, worship and prayer, social events, faith and learning lectures or discussions, Bible studies, music events, etc.

All residents also participate in Gratis, our shared chore system. Gratis is more than a cleaning schedule—it is a way to express care for our space and one another.

Chores are assigned weekly and may include:

- Sweeping or vacuuming shared areas
- Wiping down kitchen counters or dining tables
- Taking out compost, recycling, or garbage
- Tidying lounges or study rooms
- Assisting with setup or cleanup for community meals or events

RESPECT AND RESPONSIBILITY

Respect for People and Property

We commit to treating others and shared spaces with care. Vandalism and harmful pranks are not acceptable. Respect includes maintaining privacy, dignity, and the physical environment.

Quiet Hours

To support rest and study, quiet hours are from 11:00 pm to 7:00 am (8:00 pm to 8:00 am during final exams). Be mindful of noise in rooms, hallways, and lounges. Use headphones, lower volumes, and keep conversations respectful.

Fragrances

Avoid wearing strong fragrances in shared spaces. Check with roommates about sensitivities to scented products. This is part of intentional living and caring for others' wellbeing.

Music

Practice music respectfully. Avoid playing during quiet hours. If volume becomes an issue, speak directly with your neighbour or ask an RA for support.

LIVING TOGETHER

Guests

Hospitality is a core value at Pax House. If you plan to host an overnight guest:

- Register them online (name, contact info, dates)
- Limit stays to 2 nights per month.
- Get roommate consent if you live in a suite.
- Guests must sleep in your room, not in shared spaces.
- You are responsible for your guest's conduct and must always accompany them on Levels 2-5 of Pax House

Relationships

We support healthy relationships that contribute to respectful community life. Be mindful of how romantic or exclusive relationships affect shared spaces and others. Roommates should discuss privacy needs openly.

Pets

Only service animals (not comfort animals) are permitted. If you require one, speak with the Dean of Students. Rooms will be assigned accordingly.

HEALTH AND WELLBEING

Alcohol Use

Students over 19 may consume alcohol in private rooms, but not in common spaces. Excessive drinking, drinking games, and disruptive behaviour are not permitted. Pax House encourages moderation and respect for others' experiences with alcohol.

Smoking, Vaping, and Cannabis

Smoking and vaping are not permitted anywhere on Pax House property. Cannabis use is restricted to legal forms and responsible consumption.

Drug Use

Illegal drugs are not permitted. Substance misuse can harm individuals and community life. If you are struggling, support is available.

Gambling

Gambling is discouraged. Please refer to provincial laws for guidance.

SAFETY AND ACCOUNTABILITY

Sexual Harassment and Violence

Pax House does not tolerate sexual harassment or violence. If you experience mistreatment, contact the Dean of Students. We follow UBC's policies and procedures for prevention, response, and support.

Behaviour Contrary to Community Values

We use a restorative approach to address behaviour that harms individuals or the community. This includes illegal activity, harassment, or actions that disrupt shared life. Initial steps include private conversation, followed by review by the Student Issues Committee if needed.

Appeals

Students may appeal decisions related to community standards. Appeals must meet specific criteria and be submitted in writing. Details will be provided in the full handbook and on the student portal.

Quick Reference Guide

TOPIC	DETAILS
Residency Term	Full-year residency (September to August).
Room Types	<ul style="list-style-type: none">-Single Room: Standard, Large, Deluxe, and Premium single rooms are offered. Meal plan required.-Double Bedroom Suite with shared bathroom and living area. Meal plan required.-Triple or Quad Bedroom Suite with shared kitchen, bathroom, and lounge.
Room Fees	Residence fees are due before the start of each term (August 15th, December 15th, April 15th).
Meal Plans	Three meals per day (primary option). Additional meal plans will be available.
Application Deadline	January 28 th , 2026
Application Fee	\$50 CAD (non-refundable)
Offers Sent Out	Most offers are sent the 1 st Week of April. We offer spots rolling April-June to mirror UBC's staggered notification cycle.
Acceptance Date	10 days after you receive your offer letter

Required Payments with Acceptance	1 month's rent (deposit) and 50% of one month's rent (damage deposit).
When do I pay?	See page 25 for payment deadlines.
Move-In	September 5, 2026. No early arrivals. Shared spaces may still be undergoing final work. All rooms will be move-in ready.
Parking	Limited indoor parking available (\$440/semester). Request during application. Based on demand and need.