

# PRBI STUDENT LIFE HANDBOOK



# Student Life Handbook

As you come to PRBI, we desire loyalty to the Lord Jesus, and thus loyalty to His community. Our community focuses on the person of the Lord Jesus and is dedicated to the ideals and practices of life which honour Him. Student Life reserves the right to make final decisions or intervene on any issue and to also make changes to this handbook as needed.

PRBI's Mission statement is, "To conduct a Bible College, the training of students in a thorough knowledge of the Word of God, Holy Scriptures, and the training of students to become ministers, whether at home or abroad. We do this through biblical training, authentic relationships, kingdom service, strategic partnerships, and keeping Christ at the center of everything we do. Our vision is that every student would encounter Jesus Christ in ways that transform their life, energize their church, and impact their world.

**A. We desire to be a place where Christ transforms our lives, through a focus on personal spiritual growth through God's Word and His Spirit.**

The heart of a healthy Christian community is dependent on the willingness of its members to allow God, through His Spirit, the freedom to transform lives (Philippians 1:6, 2:12-13). As we daily seek Him through prayer, repentance, the reading of His Word, the fellowship of other believers, and submitting to Christ's Lordship, we grow in a deeper relationship with God. We commit to living a lifestyle of worship in all that we do, whether in sports or music, in dorm or in class, in Connections or at social events, at work or at play. We commit to a lifestyle of positive choices in order to bring glory to God. We aim to use godly discernment in our choices of entertainment, such as the movies we watch, the video games we play, the internet sites we access, and the music we listen to. We aim to model positive study and sleeping habits as well as practice regular exercise. We commit to treating others and ourselves with honour by dressing modestly and appropriately. We commit to the task of building godly relationships with others who are created in the image of God. We will be wise in regard to opposite gender relationships and will commit to treating them with utmost respect as we guard them and ourselves from sexual temptation and uphold biblical standards.

**B. We desire to be a place where Christ transforms our community, through a focus on respect and the building up of its members**

Living and studying together in a close-knit community gives us the opportunity to live out Christ's command to love and serve others. Our goal is to daily place the needs and considerations of others ahead of ourselves. To this end we choose to be sensitive to our fellow students, their consciences, and backgrounds, and to not willfully influence them toward negative behaviour. Rather, we aim to represent Christ to each other through accountability and in the way we speak and act (Hebrews 10:24). In love we will confront those who sin and come alongside those who are struggling. We will be respectful of others' sleeping and studying habits, which includes respect for quiet time and privacy. We will respect the property of others and will not enter into the dorm of the opposite gender without permission from one of the Student Life Deans or the Facilities Manager (for maintenance purposes). We will also avoid gossip, crude talk, or jokes that will tear others down, but will aim to use words that will encourage and build up. We commit to participating in Community Life Groups, Connections, Discovery Bible Study and school events. We also commit to an attitude of godly respect for the faculty and staff at PRBI and will abide by the guidelines and policies as set out in this handbook.

**C. We desire to be a place where Christ transforms us to be people who energize the church, and impact the world.**

As followers of Christ, we understand His call on our lives to make disciples. We are called to be salt and light (Matthew 5:13-16) and we are His ambassadors to the world (2 Corinthians 5:20). To help us along the journey, we commit to attending and participating in the local church. As a community we aim to be representatives of Christ in all we do. We recognize the way we conduct ourselves at school, at home, at church, in ministry, or in the neighborhood, impacts the way others view Christ. For this reason, we need to allow God's Word to be the standard to live by, to the best of our abilities.

# PRBI Community Policies

## A. CONNECTIONS

To further our vision of discipleship and spiritual growth, we have incorporated Community Life Groups as a required element of campus life. The basis for these Community Life Groups is taken from Ephesians 4:15-16: "Instead, speaking the truth in love, we will in all things grow up into Him who is the Head, that is, Christ. From Him the whole body, joined and held together by every supporting ligament, grows and builds itself up in love as each part does its work." Our desire for each Community Life Group is that they learn to disciple one another as well as look for opportunities to serve beyond themselves and, in light of this, one evening a week is set aside as a purposeful time to build relationships with your group. Some of these evenings will be taken up with all-school functions.

Connections are set aside for corporate worship, instruction, discipleship, sharing, interaction, and prayer. As part of the vision of PRBI, ALL full-time students are expected to attend and to be on time. If there is nothing scheduled in a Connections block, feel free to use this time as needed, understanding that there may be times when this block will be needed.

As part of our vision we desire to see our students energize the local church. As such your consistent participation in the worship, teaching, and prayer services of a local church fellowship is expected. We recommend it be where you do your Field Education and we ask that you respect others who may hold varying doctrinal beliefs. Attending faithfully is an opportunity to minister to the local body of believers.

## B. SPECIAL EVENTS

Attendance and/or participation is expected at the events listed on the school calendar. Some may require more of your time so, for information on the events, stay tuned for announcements or speak with your Student Life Deans. Please make requests to your Student Life Deans at least 48 hours in advance if circumstances (other than PWE and Field Ed) make it impossible to attend.

**NOTE:** Students are expected to remain on campus until all school related commitments (exams, PWE, Field Education, Grad duties, dorm and room cleaning) are fulfilled.

## C. READING AND CHRISTMAS BREAKS

Each semester has a reading break. Students are encouraged to go home, however you may ask for permission to stay during reading break but you will need to take care of your own meals. During Christmas break all student must vacate campus as the residences will be locked and the kitchen closed.

## D. LIFESTYLE

As followers of Jesus Christ, we have a very high calling placed upon us; to the best of our abilities, we are to allow God's Word to permeate our hearts and transform how we live our lives. We want to seek to live out Paul's words in 1 Corinthians 10:31-11:1, both here in our PRBI community and beyond. "So whether you eat or drink or whatever you do, do it all for the glory of God. Do not cause anyone to stumble, whether Jews, Greeks or the church of God – even as I try to please everybody in every way. For I am not seeking my own good but the good of many, so that they may be saved. Follow my example, as I follow the example of Christ."

PRBI's acceptance of the Bible as the divinely inspired, authoritative guide for personal and community life (Deut 6:4-9) is foundational to Christian living. This involves a commitment to embody biblical values and Christian standards.

- Sexual activity is designed by God to only be used in the context of marriage between a man and a woman. (1 Cor 6:18, 1 Cor 7:2, Heb 13:4)
- We are to observe modesty, purity and appropriate conduct in all relationships, identify with and live in accordance with one's biological sex, and abstain from sexual intimacy that violates the

sacredness of marriage between a man and a woman. (Gen 1:27; Exo 20:14; Lev 18; Matt 19:4-6, 9; 1 Cor 6:9-10, 13-20; Heb 13:4)

- We are to uphold and adhere to the laws of our governing authorities as long as they do not compromise our ability to follow God's Word. (Rom 13:1-7, Acts 5:29)
- We are not to engage in activities or rituals that are associated with demonic activity. (Gal 5:19-20, Lev 19:31)
- Treat other people with love, respect, and dignity. All forms of harassment, pranking or abuse – physical, emotional, verbal, sexual - will not be tolerated. (Matt 7:12, Lev 19:18) We do have a harassment policy in place which is available on Populi.
- Utilize your resources and Christian witness, including money, time, and possessions for God's glory. (1 Tim 6:10, Matt 6:24, Eph 5:15-17, Prov 3:9-10)
- We are created to bear the image of Jesus Christ in all areas of our lives. Our outward appearance and even clothing choices should reflect our relationship with Jesus (Rom 13:14; 1 Pet 3:4; Phil 2:3-4)
- Our bodies are not our own. We are to steward them well with healthy and hygienic choices. Self-harm and other harmful behaviours should be brought into the light so that together we can walk towards healing (Gal 2:20 6:2, 1 Cor 3:16, 6:19)
- Refrain from indulging in any substance(s) that may cloud your judgement, inhibit your ability for normal body function, or be used to self-medicate. (Eph 5:18, Rom 13:12-14, 1 Cor 13:11)

**NOTE:** PRBI campus is an alcohol, drug, and tobacco/cigarette/cigar/pipe/cannabis/vape free campus.

PRBI students are to refrain from the use of these substances, whether on or off campus. We also expect that students will refrain from the attendance of bars/pubs/clubs/etc. Students who have struggled with addictions may continue to battle these addictions while at PRBI. We are committed to working with willing students to help them overcome their addictions. PRBI is committed to being a safe community where the needs of others are put first. Students may attend a lounge or sports lounge if they wish, but still refrain from the purchase and consumption of alcohol.

We recognize that some students may be prescribed medication that could compromise our stand on substance consumption. In a case like that, we ask that students submit a doctor's note to the Student Life Deans for approval.

## **E. RELATIONSHIPS**

God has designed us in a way that personal and spiritual growth takes place in the context of a healthy community. In His Word, God has provided principles that lead to healthy relationships with Himself and with others. As we are teachable and obedient to God's Word, we will share mutually in the nurturing of relationships. We have laid out some guidelines which will help you develop positive interpersonal relationships for both same-gender and mixed-gender scenarios. In all your relationships, seek to honour God, guard your testimony, and enhance the lives of others. To respect the variety of convictions regarding relationships and to uphold biblical standards we ask that students refrain from cuddling, laying on couches together, massaging, and inappropriate touching or gestures between genders or within the same gender. You are encouraged to use discretion when out in mixed company and do not put other people in compromising situations. For any off-campus overnight stays in mixed company, please notify one of the Student Life Deans before leaving campus.

## **F. BUILDINGS**

Should you cause or notice any hazards or damage to PRBI property, please record it by emailing MRQ@prbi.edu and cc your Student Life Deans into the email.

### **1. Kitchen/Dining Hall**

We serve three meals a day to full-time students living in the dorms, except on Saturday which is just brunch and supper. Our dining hall is open to In-dorm, Off-Campus and Married students during lunch meal times.

You are not to enter the kitchen unless required to do so for your practical work experience. Unauthorized taking of food from the kitchen storage areas is prohibited. Silverware, dishes, glasses, or food may not be carried from the kitchen except when approved by the cook in charge. Exceptions are made for meal meetings outside of the dining hall and all requests for use of the kitchen facilities must be made through the Kitchen Manager.

## **2. Gymnasium & Fitness Centre**

The gym is available for use at any time unless a scheduled event or practice is taking place. Please respect the guidelines posted and those who are already there ahead of you or who have reserved it. Outside guests or groups will book this facility for themselves throughout the year so feel free to check the calendar for a schedule. Also, please put away any equipment after use and tidy up the area when finished your activity.

The fitness centre operates on a membership basis and is open to PRBI students and staff as well as the general public. Student membership is included in your school fees. The hours of operation and guidelines will be posted, and you are asked to respect these and be courteous toward our guests. Failure to abide by these rules could result in loss of fitness centre privileges.

## **3. Classrooms & McNaughton Auditorium**

By special request permission may be granted to use various rooms for personal or group use. The procedure for booking is as follows:

1. Contact the Registrar by email ([registrar@prbi.edu](mailto:registrar@prbi.edu)) to request permission to book the room.
2. Include in your request permission to access classroom equipment/media. Permission is given on a case-by-case basis depending on the purpose.
3. All booking procedures must be completed before 4:00 p.m.
4. For regularly scheduled meetings (example: prison team meetings) permission will only be required once.

Rooms must be tidied and returned to original order.

## **4. Fireside Room**

The Fireside Room is used for a variety of staff and student needs during typical business hours (8AM-5PM Monday to Friday) You are welcome to quietly use it during this time, however you may be asked to leave if the room is needed.

The Fireside room is available for booking weekdays 6 PM-curfew and weekends via the posted schedule. Please keep your bookings to a 3 hour block maximum.

## **5. Music Building**

The music building practice rooms are available to all students on a first-come-first-serve basis, unless the room is reserved. Students may reserve available practice rooms by paying a \$30/sem reserve fee. Priority will be given to students taking music lessons. Classroom 4 (studio room) is reserved exclusively for pre-authorized use (classes, lessons, rehearsals, etc.).

## **G. EMPLOYMENT**

We encourage students to refrain from seeking outside employment as it may interfere with school activities. However, if employment is necessary, there are guidelines in place that determine how many

hours you will be allowed to work based on the number of credit hours you are taking and other school commitments. *Before accepting a job*, you must request and fill out an “Off-Campus Work Form” available from your Student Life Deans for approval.

## **RESIDENCE LIFE**

We believe that residence living contributes to the development of the whole person. We believe that the transforming work of Jesus happens when we are engaged in community. Learning what it means to be independent is a valuable skill, however learning how to live in community is also necessary. The residences provide an atmosphere for the development of both of these characteristics.

We realize the transition from living at home to living in a dorm setting with multiple dorm-mates is not always easy. It requires a change in thinking as you must not only consider what you want, but what is best for the other members within the residential community.

We expect full-time single students to live in the residences. If you are 22 to 25 years old, or if you have conditions that would necessitate living out of the residence, you must approach Student Life for a review of your circumstances and a decision will be made from there. If you are older than 25, someone will be in contact with you regarding housing options.

### **A. COURTESY**

Out of respect for those around you, quiet time on campus and in the residences is 11:00 pm to 7:00 am each night (town of Sexsmith noise bylaw is 10:00 pm). Please refrain from creating any distractions that would make it difficult for others to sleep or study during this time. The right to sleep and the need to study by your dorm-mates always supersedes your right to be loud or disruptive. God has designed us in such a way that we function best with the proper amount of rest and sleep. In light of this, remember to care for your personal health as proper rest will assist you in maximizing your experience at PRBI.

### **B. ENTERTAINMENT**

The area of entertainment can cause conflict, as there are many personal convictions. At PRBI we encourage you to use discretion and discernment when choosing what to participate in and as always, show respect and consideration for those around you, Psalm 101:3 and Philippians 4:8 can guide you in your choices.

The dorm lounges, student lounge and the Fireside Room are available for use from 7:00 pm until curfew (11:00 pm) on weekdays and any time Saturday and Sunday until curfew. Video games are only permitted in the lounges. The Fireside Room and Student Lounge must be booked if you want to use them for movies, sporting events etc. If you are using one of the common areas for movies, sports or video games, please limit the usage to three hour time slots, and clean up afterwards. We ask that you limit your group movie watching to the previously stated common areas, the Dining Hall and McNaughton Foyer.

We use Alberta Film Ratings: Content Descriptors - [www.albertafilmratings.ca](http://www.albertafilmratings.ca) to help identify whether or not a movie is permitted on campus. We accept movies in the common areas rated G, and PG. Anything higher, PG 13, 14a, 18a or R will have to be approved by your Student Life Deans or an RL. Note here are the descriptors that prohibit or make a movie questionable for campus viewing: Course language, Crude Content, Disturbing Content, Language May Offend, Sexual Content, Sexually Suggestive Scenes, Partial Nudity, Nudity, Substance Abuse, Violence (or any of these descriptors phrased more intensely).

We use ESRB descriptors to help identify whether or not a game is permitted on campus. Note here are the descriptors that prohibit or make a game questionable for campus: Fantasy Violence, Violence, Blood, Blood and Gore, Language, Lyrics, Suggestive Themes, Sexual Content, Simulated Gambling, Crude Humor, Intense Violence, Mature Humor, Partial Nudity, Nudity, Real Gambling, Sexual Themes, Sexual Violence, Strong Language, Strong Lyrics, Strong Sexual Content.

Please listen to music (or play instruments) at a low volume or with headphones and avoid lyrics which violate the person or Word of God or demean or distract others.

Note: Due to the variety of convictions regarding acceptable entertainment there might be activities that are not permitted on campus (i.e. certain movies, video games, music, dancing, gambling etc). There is a difference between what will be allowed in public areas (i.e. lounges) vs private areas (i.e. your room).

***\* If in doubt about an activity, (public or private), talk to your Student Life Deans.***

### **C. ROOMS AND AMENITIES**

Your room while at PRBI can be a great place for discipleship and can aid in transforming you, your roommate, and your fellow dorm-mates. You will have opportunities to learn stewardship and care, community and respect. You will have opportunities to put yourself aside for the betterment of those around you and forge relationships that can last a lifetime. It is in this spirit of discipleship that we ask you to care for your room and others in your residence.

### **D. CARE**

We have been blessed with a great campus and the facilities necessary to meet our needs. We ask that you help us in stewarding it by showing proper care for the campus and buildings.

Each student will be charged a damage deposit of \$300 at the beginning of the school year. This deposit covers basic damage and general cleaning and a portion will be taken at the end of the school year if it is deemed necessary (e.g. failure to clean your room to the expected standards, damages to the room or other facilities, failure to help with dorm cleanup, not returning your room key or fob, etc). Otherwise it will be mailed in cheque form to you after you have indicated you will no longer return to PRBI. If any damage is done above and beyond what the \$300 damage deposit covers, additional charges will be assessed to cover those expenses. PRBI could add those charges mid-semester if we deem it necessary and the student will be expected to cover the cost.

For fire code and safety, there are a number of restrictions on what you can keep/store in residence. Hallways and stairwells must be kept clear of mattresses, boxes, chairs, etc. and the space under the stairwell may not be used for storage. No firearms, ammunition, crossbows, bows and arrows, or knives with blades longer than 4" may be stored in your residences. Flammable materials such as oil, gas, solvent, car batteries, tires etc. are not to be stored in residence or thrown in dumpsters. If you need extra storage space for larger items, please speak with your Student Life Dean. Hallway doors must remain closed at all times and it is recommended that when you leave your room that the door is shut as well.

We are able to store personal belongings for students over the summer if they are returning. A maximum of two boxes can be left over the summer and must be clearly labeled with your name, address, and the date. They must be stored neatly in the room designated by Student Life. Because the facilities are used during the summer months, items are left at your own risk.

Please note that you relinquish right of ownership to any personal property left on the campus more than four months after you have discontinued your studies.

### **E. SECURITY**

As we are called to be good stewards of what the Lord has supplied, we need to consider the safety of individuals and facilities. Security measures are necessary for this.

Campus buildings will be locked at 11:00 pm Sunday through Thursday, and at 12:00 am on Friday and Saturday unless otherwise announced by Student Life. Residences are managed by a FOB system that keeps the residence locked at all times. Each student will be given a programmed Fob to their specific



residence and students are expected to honour the curfew hours and be in their residence before they are locked. If you will not be staying in residence overnight or you are returning late, please inform your Student Life Deans or your Resident Leader. Please do not prop doors open or enter through windows as this seriously compromises the security of our campus. Each student will also receive a key for their dorm room.

#### **F. MARRIED STUDENTS**

We are blessed to have married students as part of the PRBI community and recognize that you have your own private needs. Please email one of the Student Life Deans if you do not receive one before the start of the school year.

#### **G. OFF-CAMPUS STUDENTS**

We are blessed to have off-campus students as part of the PRBI community and recognize that you have your own private needs. Please email one of your Student Life Deans if you do not receive one before the start of the school year.