



Frequently Asked Questions

HEBRON ACADEMY



Hebron Academy's Mascot, **Jack the Lumberjack**, answers some of the most frequently asked questions about Hebron's culture, academics, student life and our community social activities.



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Academics

Q: I'm enrolled! Now what do I need to do?

Please make sure to request all of the official transcripts, along with the accompanying school profile, from your previous school(s) to be sent to us at Hebron Academy. Transcripts are essential for validating courses for your graduation and also for the college counseling process. Course schedules cannot be completed without them. You can contact your previous schools directly or make a copy of this document to write your own letter to your former school(s). If your Official transcript is not in English, it must be translated into English. Feel free to use the service of your choice. Official transcripts should be emailed to [Heidi Collins](#) or sent to the school in her care no later by June 30

Q: How do I register for courses?

The Dean of Academics will begin to create a proposed course list for you once we have received your official transcripts, your course request form, and your English and math placement tests (for new international students only). The course request form can be found [Here](#). Course selection depends on many factors such as previous courses completed, prerequisites, past performance, interests of the student, and college goals. You are encouraged to speak with others--teachers, parents, the college counselor--for guidance. Here is the [Course Catalogue](#) which lists the courses offered during the 2021-22 school year. Once the initial selection of courses has been made by the Dean of Academics, you will receive an email communication explaining the next steps in the course selection process.

Math, ESOL (English for Speakers of Other Languages), and language classes are proficiency / placement based. If you are a new international student, the results of your placement tests will affect your course selection. Please be sure to take those placement tests as soon as possible. See the section on international students below for more information.

Q: I'm an international student – what do I need to do for English and math course placement?

All new international students whose first language is not English, including students from Quebec, are required to take an English placement test over the summer. This helps to ensure each student is placed in the appropriate English class and receives the support they need when they arrive on campus.

New international students whose first language is not English are required to take the Duolingo English Placement test and have the results sent to Hebron Academy by July 1. Please [watch this helpful video](#) to understand how to take the test. The test costs \$49, paid directly to Duolingo. Once you receive the results of your test, you will simply log back into the Duolingo test site to send them to us ([here is a link](#) on how to send your results to us). If you have questions about the test, you can find Duolingo FAQs [here](#).

In addition, all new international students in grades 9 through PG are required to take a math placement test over the summer. This test is used to gauge each student's previous understanding of mathematics so we can place them in the math class they are best suited for.

The math placement test will be administered over Zoom on June 22nd, 24th, 29th, and July 1st. Each of these dates offers sessions at 8:00AM and 1:00PM EST to accommodate all time zones. Please complete the form below to indicate which dates work for you and to tell us a little more about your student's previous math experience. Please note that this test is required for all new international students and provides valuable information about each individual student. **Math Placement Test sign-up form.**

Please note that course selection may be affected by the results of math and language placement testing.

Q: What books do I need to get?

In early August, students will receive notice once course schedules are finalized and updated on myHebron. At that time, the Dean of Academics will communicate that the textbook list is available on the Parents Resources Board on myHebron. International students are encouraged to wait until arrival to order textbooks so they can be sent directly to the school.

Q: What is the school calendar? Where can I find it?

The school calendar can be found on the Parents Resources Board under "Useful Materials." It can also be found on the school website by <https://www.hebronacademy.org/calendar>

QUESTIONS ABOUT ACADEMICS?

Feel free to email our Dean of Academics, Ms. Chris Hemmings (chemmings@hebronacademy.org) to learn more about our Academic Program.





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Residential Life

Q: When will I find out who my advisor is?

Advisors are generally assigned 1-2 weeks prior to student arrival. You and your parents can expect to hear from them before you arrive on campus, so you know who they are, a little bit about them, what their role is, and how to reach them.

Q: What should I pack?

Great question! We've put together a [packing list](#) to help guide you through the packing process, as we know that this may be your first time attending boarding school or living in a climate with four seasons.

Q: What is the school dress code?

Students are expected to dress neatly and in a way that conveys respect for themselves and others. Clothing should be clean and hole-free.

DURING ACADEMIC HOURS:

Pants:

Allowed: slacks, corduroys, khakis/chinos, capris, Bermuda shorts.
No denim, leggings, sweatpants, or short shorts.
No visible undergarments.

Shirts:

Allowed: blouses, collared shirts, and sweaters.
No t-shirts or sweatshirts, including "hoodies" and zip-up hooded sweatshirts.
No bare midriffs or visible undergarments

Skirts and Dresses:

Must be beyond fingertip length.

During Formal Events:

Option 1: Dress slacks, blouse or dress shirt, tie, blazer, and dress shoes.
Option 2: Dressy skirt, blouse or dress shirt, and dress shoes.
Option 3: Dress and dress shoes.
Outside of academic hours and formal events, such as in the evening and on the weekend, attire is more relaxed. However, apparel with inappropriate slogans or images is never permitted.

Q: What should I NOT bring to campus?

Please do not bring any of the following items:

Cooking appliances, halogen lamps, sun lamps, televisions, refrigerators, or microwaves. These items are restricted because of fire danger and because of the load they place on electrical circuits.
Over-the-counter medications. Students are not allowed to keep any medications in their rooms, and everything you might need will be available in the health center or dormitory medicine cabinets.
Firearms, knives, or anything that might be considered a weapon.
Lighters, matches, candles, or anything that creates or requires a flame.

Q: Can I send some of my belongings to Hebron in advance of my arrival?

Sure! However, we ask that you please hold off on shipping any belongings to the school until the month of August.

Q: What happens if I forget something at home?

Don't stress! There are several ways to get items you may have forgotten at home. Your parents are welcome to mail you packages at any time, you can order items online, you can purchase certain essentials through the Student Union, or you can attend one of our weekend shopping trips. Each week we provide at least one opportunity for students to pick up items they may need by going to the local grocery store, to Walmart, or to a local shopping center.

Q: Can I bring a car to campus?

In general, boarding students are not allowed to keep a car on campus. If there is a specific reason that you believe it may be necessary for you to have your car on campus, please reach out to Emily Carton, Director of the Upper School, at ecarton@hebronacademy.org.



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Residential Life

Q: Can I bring a mini-fridge?

In general, students are not allowed to have mini-fridges in their dorm rooms. However, there are some exceptions, including: students with diabetes, students who need access to their own food during certain religious holidays such as Ramadan or Passover, and senior proctors. If you would like to bring a mini-fridge to campus, please email your request to Zachary Hensley, Dean of Residential Life, at zhensley@hebronacademy.org.

Q: How can I connect with current students?

The senior proctors - our student leaders - will be hosting a meet-and-greet over Zoom for new students in late July. Stay tuned for more information!

Q: Can I bring a pet?

Due to allergy, hygiene, and safety concerns, the only pets that students may keep in their dorm rooms are individual fish in small fish tanks. If you're a dog or cat lover, though, please don't worry! There are many faculty pets around campus, and faculty are always happy to lend students their pets for an extra walk or snuggle session. You can meet some of our campus pets in social media!

Q: How do student spending accounts work?

Each student has their own student account through the Business Office. The funds in a student account are used for a number of purposes:

- To purchase snacks, toiletries, or school supplies at the Student Union
- To pay for elective school trips and activities
- To cover the cost of incidental expenses, such as medical testing done through the Health Center

Students may also withdraw cash from their student account if they need it for a school trip or for travel. To withdraw cash, they must visit the Business Office in person and fill out a cash withdrawal slip. A minimum of \$200.00 must be kept in each student's account at all times. However, parents or students may elect to add more money to their account at any time. Weekly or monthly spending limits may also be placed on a student's account at parental discretion.

To add funds to your student account or to ask any questions related to student accounts, please contact Tausha McAllister, Student Accounts Coordinator, at tmcallister@hebronacademy.org.

Q: Should I bring cash to campus? A credit card?

While it is often smart to travel with a small amount of cash, we highly encourage students to limit the amount of cash that they keep in their dorm rooms throughout the year. Students are encouraged to deposit most of the cash that they have on hand when they arrive in their student account. Most students do, however, choose to bring a credit card with them to campus for use on school trips and to purchase items online.

Q: How will I get mail and packages?

Student mail and packages should be sent to 339 Paris Road, Hebron, ME 04238. Mail is received by the Business Office, which notifies students via email when a package has arrived. The student then goes to the Business Office to retrieve their mail or package when they have time. Please keep in mind that the Business Office's hours are 8am to 4pm Monday through Friday, so packages received late in the day or on the weekend will not be available for pick-up right away.

Q: How do I do my laundry?

Students have two options for laundry: they can do their own laundry using a prepaid laundry card and one of the school laundry machines, or they can send their laundry out once a week to be cleaned by E&R Laundry, a third-party laundry service. Although there are laundry machines in each dorm, the laundry service has become an increasingly popular option in recent years. Laundry sent out through the laundry service is returned 3-4 days later. If you would like to sign up for the laundry service, please [visit the E&R Laundry website](#).

Q: Will I have a roommate? How are roommates assigned?

All students at Hebron have roommates, with the exception of a small number of senior proctors (our student leaders). We believe that having a roommate is an essential part of the boarding experience and a great way to form lifelong friendships and develop strong interpersonal skills. Roommates are assigned towards the end of the summer, using a combination of what we've learned about each student during the application process and any additional information they share about themselves [on this housing form](#). We encourage all new students to fill out the form by August 1st at the latest.



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Technology

Q: What is myHebron and how do I access it?

MyHebron is the school's student information and learning management system and can be accessed from the front page of the school's website or directly from this [link](#). myHebron contains all the academic information for a student at Hebron Academy, including daily schedule, class rosters, assignments, grades as well as important reference documents and communication via the in-built messaging system.

During the summer, important information is posted for students and parents on the Parents' Resources Board, which is accessed by clicking on Resources along the grey bar at the top after you log onto myHebron. You can find health center forms, academics and college counseling information, as well as other useful materials.

All new students and families are sent login information for myHebron via email early in the summer. For students, their login username is graduation year + last name + first initial (e.g. 21smithj). Once you log in for the first time, you will be prompted to change your password. If you need assistance with your username or password please contact Heidi Collins at hcollins@hebronacademy.org. Once logged in for the first time, a message will appear introducing some of the features of myHebron. You can also access this information any time by selecting "Getting Started" after clicking on your name in the top right corner of the page.

Q: When will I get my Hebron email address?

Students will set up access to their school email account during Registration.

Q: What kind of computer do I need to bring?

An overview of Hebron Academy's Bring-Your-Own-Device (BYOD) program and detailed device specifications can be found at this [link](#).

For students in grades 6 to 8 we do offer a Chromebook on loan from the school. More information on that program can be found [here](#).

Q: What kind of phone do I need to bring?

This is a personal preference but we would recommend bringing a smartphone-type device that is capable of connecting to a wireless network so that you can use internet services like FaceTime and Skype to stay in contact with friends and family.

For safety reasons, students must be capable of making and receiving calls within the U.S. when they travel off-campus for any school trip. This is also helpful for social reasons, as you want to be able to call and text your friends at school! This requires international students to either have a U.S. SIM card or an international calling plan. Hebron can help facilitate the purchase of U.S. SIM cards after students arrive, but it is preferable that students arrive on campus with those items beforehand.

Q: Where can I find out more information?

A complete overview of technology at Hebron Academy can be found at [this link](#).

Athletics

Q: How do I sign up for after-school activities?

You will receive a fall after-school sports/activities interest form in the next couple of weeks. This will allow you to indicate what you would like to participate in this fall. We will use that information to finalize the specific after-school activities we will offer this fall. Within the first week of being on campus, you will receive another form on which you can indicate what fall sport/activity you would like to play.

Q: How do I get specialized athletic equipment, like skis or mountain bikes?

While we do work with local companies to get our students the gear they need, it is always best to ship specialized equipment. For skiing and snowboarding, for example, we work with a respected ski/snowboard store to outfit our student body, but for mountain biking, since supply is very low, it is very hard to find a suitable bike to ride our trails in a short amount of time. If you have any sports-related questions please feel free to reach out to our Director of Athletics, Caddy Brooks, at cbrooks@hebronacademy.org.



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Travel

Q: When do I need to arrive on campus?

All boarding students should plan to arrive on campus on Saturday, August 28th. Students are welcome to arrive at any time during the day. If you are a boarding senior or PG who is taking the SAT on August 28th, you are welcome to arrive a day late. If there is another reason that you will be unable to arrive on August 28th, please reach out to Amo Weld, Travel Coordinator, at aweld@hebronacademy as soon as possible. Mr. Weld will also be sending out a travel form in a few weeks to collect students' travel plans.

Q: How can I get to campus?

Students are welcome to fly or drive to campus. If you are planning to fly, the best airport to fly into is Portland International Jetport (PWM), as it is only one hour from campus. However, students sometimes choose to fly into Logan Airport in Boston, which is a little over two hours from the school. Either way, if you are flying without your parents, we will help coordinate your transportation from the airport to campus. All you need to do is fill out the travel form that Mr. Weld sends out in late July, and he will let you know who will be picking you up from the airport and at what time.

Please note that if you arrive on a day other than August 28th, Hebron may need to hire a car service to get you from the airport to school. The cost of the car service will be charged to your student account. Unfortunately, car service fees can sometimes be quite expensive, so please try to arrive on August 28th if at all possible.

Q: What are the dates of vacations? I want to buy round trip air tickets.

Thanksgiving break begins after end-of-term exams on November 19th. Students should not plan to leave campus before the end of the school day, as they may not be able to make up any exams they miss. Classes resume on November 30th, so students should plan to be back in the dorms by the end of the day on November 29th. Winter break begins after classes on December 17th.

Health & Wellness

Q: If I have dietary restrictions, who do I tell?

Your parent or guardian can note any dietary need you have in the Vital Health Record which is one of the requirements they will complete this summer in Magnus (the electronic medical records Hebron Academy uses). If they forget to note it, they can at any time go back in and add it. There is also a requirement about food allergies they can use to tell us about any allergies you have to food. Your parent or guardian can also email Deb Traub, Director of Health Services, about any dietary needs you have and she will connect them with SAGE, who runs our dining service.

Q: Do I need to be vaccinated?

Hebron has made the decision to require all employees and all students 12 years of age and older, except for those for whom a medical provider determines that the vaccine is medically inadvisable, to be fully vaccinated against COVID-19 by the start of the fall semester. Hebron will review requests for exemptions from the vaccine requirement on a case-by-case basis. Absent a valid medical exemption, a digital image of the student's COVID-19 Vaccination Record Card must be provided to Hebron. Any questions regarding this requirement can be directed to the Director of Health Services, Deb Traub.

Hebron will honor both FDA and WHO authorized vaccines. We will work to support international students who cannot obtain an approved vaccination before arriving next fall and will be in touch within the next week or two with detailed information regarding such support.

Q: If I take prescription medication, how will that be filled? (incl. supplements)

There is a form you need to take (find it in the requirements in Magnus) to the provider who prescribed the medication. They fill it out and sign it, and then your parent uploads it to the requirement in Magnus. You give your provider the information for the pharmacy the school uses, Bedard, and all prescriptions and refills go through them. Unfortunately, prescriptions cannot be sent to you or mailed by your parent to the health center.

Bedard's phone number is 207-786-0139 and the fax number is 207-333-3269.

If you take a supplement (vitamins or minerals), there is a form in the requirements for that. Have a parent fill it out and bring the supplement to the health center. From there we decide if it can be approved, if you can take it to your room, or if you must come to the health center each day for it. Please only bring a month's worth at a time. Supplements can be replenished from Bedard's as well.

Q: Can I send my forms to you to finish/upload?

No, please finish all the requirements online. Many of them can be done right online and do not need to be printed or uploaded. The rest do need to be done by a parent and uploaded or faxed directly to Magnus. They cannot be done by the health center.



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College Counseling

Q: I'm a rising senior/PG. What should I be doing this summer to prepare for the college application process?

As a rising senior/PG student, you should be working on the following tasks during the summer:

MEETING: Set up at least one virtual meeting with your college counselor

COMMON APPLICATION: Get your Common Application filled out through at least "Activities" and add the colleges where you know you will be applying

SCOIR: Log into your SCOIR account and complete Activities and Achievements, College Preferences, and add the colleges that you are interested in or applying to

ESSAY: Come up with a story you want to tell and have a first draft ready by early August

COLLEGE VISITS: Get out and tour some of the colleges on your list

TEACHER RECOMMENDATIONS: Ask two teachers to write you a letter of recommendation (it is summer, so if you have not already asked your teachers, send an email)

Q: Who can I contact if I have questions about my college search and application processes this summer?

Mr. Colonna is the new Director of College Counseling and can be reached via email throughout the summer. Please do not hesitate to contact him with any questions you may have.

Q: If I am a PG student, do I need to start my Common Application over again?

If you already have a Common App account, it will "rollover" in August, after which you can update the information to reflect your current status, school, activities, courses, etc.

Q: If I am a PG student, a newly enrolled senior, or just a senior who feels behind, how will I be ready to apply for colleges this coming fall?

Mr. Colonna will offer a series of steps to be taken during the summer to ensure that you are ready heading into your senior year (see above). Mr. Colonna will also have a series of individual and group meetings to make sure you know exactly what you need to do and by when in order to be successful in the college application process. And, of course, when in doubt, reach out to Mr. Colonna.

Q: I used Naviance or SCOIR at my last school. Do I need to start a new account?

If you are new to Hebron Academy, you will receive a new SCOIR account.

GOT QUESTIONS?



Who to contact with further questions:

Technology: Andrew Crofton

Academics: Chris Hemmings

Residential Life: Zach Hensley

School Policies: Emily Carton

Tuition/Fees/Student Accounts: Tausha McAllister

Travel: Amo Weld

College Counseling: Patrick Colonna

Visas: Edwin Nunez

Student Support: Courtney Marchetti

Health Services: Deb Traub

Athletics: Caddy Brooks

Can't Wait to see you soon



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