



MAINE CENTRAL INSTITUTE

Residential Student Guide

2025



Pictured: MCI's front campus during a spring sunset

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Pictured: Hiking trip to Borestone Mountain in Monson, Maine

ARRIVAL & ORIENTATION

ARRIVAL DATES

New Student Arrivals

Fall Athletics Start for Boarding Students

New Student Orientation (SOLI)

Returning Student Arrivals

Opening of School Ceremony

Sunday, August 24

Monday, August 25

Monday, August 25 through Saturday, August 30

Sunday, August 31

Monday, September 1

PLANNING YOUR DEPARTURE

We know this is an exciting time for you and your family and we want your first few weeks here to set the tone for the wonderful year we're about to have together, making memories. Next are some ways you can get started, to ensure your transition to MCI is a smooth one!

DOWNLOAD WHATSAPP

MCI uses WhatsApp to communicate with our residential students and their families. We find it to be a helpful tool to stay connected, especially with the majority of our campus population being from different countries.



[For Apple Devices](#)

[For Android Devices](#)

SHARE YOUR FLIGHT

After downloading & installing WhatsApp, reach out to Mrs. Thompson (scan QR code) with the flight details for your arrival. She will communicate with you and your driver as you travel, to ensure a timely pickup at the airport. She can also answer any questions you may have before or after arriving.



| Opening of School | Arrival Dates | Approved Airports |
|--|-------------------------|---|
| New Students & Prefects | Sunday, August 24, 2025 | Bangor Airport (BGR) Portland Jetport (PWM) Boston Logan Airport (BOS)* |
| Returning Students (Domestic & International) | Sunday, August 31, 2025 | |

** MCI will make only ONE trip to Boston on Sunday, August 24 to pick up new students. Airport arrivals into Boston Logan Airport should be NO LATER THAN 6:00pm. Families who would like to reserve a seat on this trip, should contact Mrs. Thompson within 7 days prior to their student's arrival date.*

ASK QUESTIONS

After reading over this document in its entirety, you may find you have questions. Write them down to make a list, or ask them as you think of them. We are here to help!



WHAT SHOULD I PACK?

Below are the suggested items you may find you need for school and your room. We realize it's difficult to squeeze all these essentials into a couple suitcases, so we encourage you to shop online using sites like Amazon so they are here waiting for you before you arrive!

DORM ROOM ESSENTIALS

- | | |
|--|--|
| <input type="checkbox"/> Bedding Twin/Twin XL (99 x 190cm / 99 x 203cm) | <input type="checkbox"/> Laundry detergent |
| <input type="checkbox"/> Towels and washcloths | <input type="checkbox"/> Air freshener |
| <input type="checkbox"/> Soap / body wash | <input type="checkbox"/> Small trash can |
| <input type="checkbox"/> Toothbrush & toothpaste | <input type="checkbox"/> 3M Command strips |
| <input type="checkbox"/> Shower Caddy | <input type="checkbox"/> Umbrella |
| <input type="checkbox"/> Hangers | <input type="checkbox"/> Mini Refrigerator (<i>optional</i>) |
| | <input type="checkbox"/> Snacks & drinks |

SCHOOL SUPPLIES

- | | |
|--|--|
| <input type="checkbox"/> Backpack | <input type="checkbox"/> Colored Pencils |
| <input type="checkbox"/> 3-Ring Binders | <input type="checkbox"/> Scissors |
| <input type="checkbox"/> Folders / Binder Dividers | <input type="checkbox"/> Stapler |
| <input type="checkbox"/> Notebooks & Lined Paper | <input type="checkbox"/> Tape & Glue |
| <input type="checkbox"/> #2 Pencils & Pens | <input type="checkbox"/> Study Lamp |
| <input type="checkbox"/> Highlighters | <input type="checkbox"/> Printer / Printer Paper (<i>optional</i>) |
| <input type="checkbox"/> Erasers | <input type="checkbox"/> Laptop (<i>optional</i>) |
| <input type="checkbox"/> Markers | |

STRICTLY PROHIBITED ITEMS

- Drugs / Alcohol
- Weapons
- Candles / Incense / Lighters
- Cigarettes & Vape Products
- Microwave
- Air Fryer

SEND YOUR PACKAGES TO:

(Your Full Name)
295 Main St.
Pittsfield, ME 04967

OPENING A STUDENT BANK ACCOUNT

There are a number of ways to receive money from your family throughout the school year, but we recommend opening an account at our local bank, just steps from campus.

BANGOR SAVINGS BANK

MCI works with a local bank and together we help students set up an account so they have access to their money via a debit card and ATMs. Within the first few days of arriving at MCI, students will be taken to Bangor Savings Bank (bangor.com) to start the process of creating a bank account. Check your enrollment packet for the “Statement of In Loco Parentis” form; signing this document and sending it with your student is the first step in setting up an account.

Why open a bank account?

- To keep personal money safe
- To use a debit card to shopping
- To get cash at ATMs

Fun Fact: Bangor Savings Bank never charges an ATM fee - anywhere in the world!

CHECKING YOUR GRADES

MCI uses two primary applications for managing classroom work, homework assignments, and grades: **Google Classroom** and **PowerSchool**. Teachers will add homework assignments with due dates and class documents to Google Classroom, in addition to any important announcements. Once assignments and exams have been completed, your teacher will grade your work and log the results on PowerSchool. Students and parents each have logins to PowerSchool and can keep track of your academic progress throughout the year.



Google Classroom

Homework and class announcements



PowerSchool

Checking grades and school announcements

AT THE AIRPORT

If you are traveling from outside of the U.S. you will be stopped at immigration (customs) upon your arrival.

Be prepared to answer the following questions:

- **Why are you traveling?**
To study at a boarding school in Maine
- **What school are you attending?**
Maine Central Institute
- **What is your school's address?**
295 Main Street, Pittsfield, Maine 04967
- **What grade are you in?**
→ *Example: Grade 10*

And have these documents ready:

- ★ **Passport with Student Visa**
- ★ **I-20 Form**
- ★ **MCI Acceptance Letter**

At **Bangor International Airport** you will exit the terminal and continue downstairs. Baggage claim will be to your right after exiting the stairs.

At **Portland International Airport** you will exit the terminal and continue downstairs. Baggage claim will be straight ahead after exiting the stairs.

At **Boston Logan Airport** you will exit the terminal. Baggage claim will be to your right after exiting the double doors.

Contact Mrs. Thompson to let her know you have safely arrived, collect your luggage, and start looking around for an MCI staff member, holding a **bright yellow MCI sign**. If you don't see your driver right away, *don't panic and keep looking* - we will be there and Mrs. Thompson can help direct you!



ARRIVING AT MCI

Upon arriving on campus, you will be greeted by your Dorm Director. They will go over some quick announcements and then you will be shown to the room you'll be staying in for Summer Orientation & Language Immersion (SOLI) week. All SOLI participants will live with another new student for their first week at MCI. ***Please keep in mind when unpacking that first week that this might not be your permanent home for the year.***

RESIDENCE HALLS

All residence halls feature at least one common room, shared kitchen, on-site laundry facility, and are secured with a passkey system. Each residence hall also has one Dorm Director and a minimum of three Dorm Parents who live in apartments with their families, within the residence halls.

ALUMNI HALL

Girls' Residence Hall



Alumni Hall features multiple rooms on each level, called suites. Each suite has its own bathroom, a prefect (student leader) room, and three double occupancy student rooms. Students are provided with a bed with mattress, a desk with bookshelf, chair, and a wardrobe or closet with drawers. One of Alumni Hall has two lounge areas: one features a pool table, television with video games, a seating area and vending machines, while the other has a television with larger seating.

MEET THE DIRECTOR

Dana Fehnel





MANSON HALL

Boys' Residence Hall



Manson Hall features three levels of rooms. Each level has its own bathroom, two prefect (student leader) rooms, and multiple double occupancy student rooms. Students are provided with a bed with mattress, a desk with bookshelf, chair, and a wardrobe with drawers. Manson Hall has one common room which features a pool table, ping pong, television with video games, a seating area and vending machines.

MEET THE DIRECTOR

Meg Thompson





Pictured: Hiking trip to Borestone Mountain in Monson, Maine

SUMMER ORIENTATION & LANGUAGE IMMERSION

MCI's Summer Orientation & Language Immersion program, better known as SOLI is offered in late August for international students who are new to our school. SOLI offers two-course pathways to serve students in gaining English language proficiency, and encouraging student interaction with various activities & games.

ORIENTATION TO MCI & COMMUNITY

- Classes and experiences with MCI faculty and staff to gain comfort with campus
- School-year expectations in living on campus to help students establish positive routines early
- Local excursions to experience life in Maine with built-in community-building activities

LANGUAGE IMMERSION

- Daily courses in English literacy, history, and performing arts that encourage student interaction through participatory techniques such as public speaking and group work
- Comprehensive testing to ensure students are placed appropriately for the school year



Pictured: SOLI students enjoying our local 45-acre community park - Manson Park



Pictured: Opening of School Festivities at Camp Fairhaven in Brooks, Maine

EXCURSIONS & ACTIVITIES

Each school year we schedule a variety of fun activities & Maine adventures for you to participate in - every weekend there is something different to experience. Some popular activities include:

- Hiking
- Apple Picking
- UMaine Hockey
- Go Karts & Mini Golf
- Maine Celtics (Basketball)
- Escape Rooms
- Rock Climbing
- Ice Skating
- Dinner & Movie
- Portland Sea Dogs (Baseball)
- Shopping (Mall & Outlets)
- Skiing & Snowboarding



Pictured: Our MCI Husky in front of Founders Hall

MCI TRADITIONS

MCI and our local community are built on traditions; traditions that have been passed down and celebrated for many generations! Whether we're welcoming our alumni back to campus for Homecoming, building snow sculptures during Winter Carnival, or feeding Pittsfield and our surrounding towns during the International Food Festival - it's all to show the PRIDE we have for our school! Next you will read about some of our most favorite annual traditions.



Pictured: Tubing at Camp Fairhaven in Brooks, Maine

OPENING OF SCHOOL

Each September we welcome back our returning students to campus and hit the ground running. The energy around campus is vibrant and full of excitement, as our students return to each other, and their “home away from home”, after a long summer break. After a week of SOLI and the new students having the campus to themselves, they are enthusiastic about meeting the veterans of the residence halls.

Shortly after arriving, students go through an orientation, register for classes and then have some free time to get to know each other before starting school. We get everyone together to play games on front campus like volleyball, soccer, bocce ball, corn hole, and manhunt.

Within the first couple weeks of school, we load everyone on to buses and enjoy a fun outing together. Some years we head to a local camp to swim, kayak, play archery tag, and go water tubing; while other years we go to an amusement park.





Pictured: Formal Sit Down Dinner for Lunar New Year

SIT DOWN DINNERS

MCI's boarding community gathers regularly for a family-style meal, which we call sit down dinner - some are formal, while others are themed dinners. These meals are meant to promote interaction between community members, highlight our vast number of cultures, or to celebrate holidays and MCI traditions like Homecoming and Winter Carnival. Sit down dinners are a staple of the boarding school experience and a great way to "get the family together for a meal".





Pictured: Junior class float at the Homecoming Parade

HOMECOMING

Homecoming is a four-day event which centers around school spirit and pride in our community. During this weekend, students are dressed in specific colors (gray, black, white or garnet) with each color representing their class, freshman through senior year. The weekend consists of a school spirit parade, class competitions, home games for all our fall athletic teams, and concludes with a semi-formal dance. This event is a big deal for our local community, and brings back wonderful memories to those who graduated many years ago from MCI.



SAMPLE SCHEDULE

| | |
|-----------|--|
| Wednesday | Homecoming Sit Down Dinner & Float Building |
| Thursday | Pep Rally, Parade, Class Competitions & Bonfire |
| Friday | Cross Country Meet, Football Game & Pep Band Performance |
| Saturday | Boys & Girls Soccer Games, Field Hockey Game, Homecoming Dance |



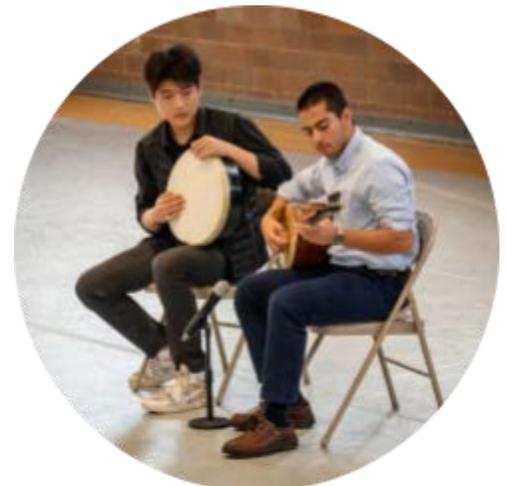
Pictured: Our MCI Husky at the Cultural Heritage Ceremony

CULTURAL HERITAGE CEREMONY

Our Cultural Heritage Ceremony is a celebration of the vast number of countries and cultures that are represented on MCI's campus. Each year we all gather in Parks Gymnasium to witness our talented musicians and dancers perform pieces from their home countries. We finish the celebration with the unfurling of each flag that makes up our faculty and student body, accompanied by that country's anthem.

Last year's countries included:

- | | | |
|---------------|-------------------|------------------|
| → Spain | → China | → Montenegro |
| → South Korea | → Japan | → Russia |
| → Brazil | → Mexico | → Colombia |
| → Guatemala | → Native American | → Puerto Rico |
| → Italy | → Peru | → Taiwan |
| → USA | → Tanzania | → United Kingdom |





Pictured: Students posing with their snow sculpture

WINTER CARNIVAL

Winter Carnival at MCI is many students' favorite week of the whole school year! It's a time-honored tradition which offers a week-long schedule of events, after returning from February break. We kick this action-packed week off with a sit down dinner to get students excited about what's to come, and end with our prom, called the SnoBall.

The event lineup ranges from athletic competitions such as basketball, dodgeball and volleyball, to skits, Quiz Bowl (trivia), and sledding relays.





Pictured: Students serving hot pot during the festival

INTERNATIONAL FOOD FESTIVAL

Our International Food Festival is a celebration of the many cultures and traditions of our students. It's a time for students to share a dish from home, while teaching their peers and the local community about its importance to them - it may be served during a special celebration, their grandmother's secret recipe, or simply their favorite childhood dish. The event is promoted on local news channels, drawing in people from all over.





Pictured: MCI's Graduating Class of 2023

COMMENCEMENT

Commencement is a part of every high school experience, but here at MCI we do things a bit differently. Our commencement ceremony consists of the traditional cap & gown graduation, but before walking down the aisle, we host an event called Senior Chapel and a barbeque for our boarding seniors. Parents are encouraged to attend the events of graduation weekend, whenever feasible.



SAMPLE SCHEDULE

| | |
|----------|---|
| Thursday | All Senior Class Outing (BBQ, swimming & games) |
| Friday | Senior Chapel (awards & scholarships ceremony) |
| Saturday | Graduation Parties & Final Goodbyes |
| Sunday | Commencement |

SCHOOL'S IN SESSION

IS THERE A DRESS CODE?

The answer is YES - we do have a school dress code at MCI! While some schools require a specific uniform, we do not, however there is a standard that needs to be met when dressing for classes. In addition to our school dress code, we also have monthly formal dinners called Sit Down Dinners in which specific clothing is required. More information on sit down dinners can be found on the following page.

Below you will find a list of essential clothing items needed for your upcoming time at MCI.

REQUIRED SCHOOL CLOTHING

- Collared shirt / blouse / sweater
- Dress pants / chinos / khakis / cargos / corduroys
- Skirt / dress (below fingertips, with arms at sides)
- Shoes / boots / sneakers / dress sandals

CLOTHING NOT PERMITTED

- Sleeveless shirts / spaghetti straps / t-shirts / crop tops
- Jeans / shorts
- Athletic pants (including sweatpants & windpants)
- Camouflage pants & shirts
- Beach-style or athletic sandals
- Revealing / Tight clothing (no midriff / cleavage / undergarments showing)



All "Not Permitted" items are acceptable in the residence halls and on campus when school is not in session, **except** revealing / tight clothing.

REQUIRED FORMAL DINNER CLOTHING

- Skirt / dress / dress pants / slacks
- Collared button-down shirt / blouse / sweater
- Shoes / boots / sneakers / dress sandals
- Suit jacket / Tie / Belt / Dress socks
- Dress shoes / heels



DAILY SCHEDULE

| Times | Day 1 | Day 2 |
|-------------------|--------------------------------------|-----------|
| 7:00am - 7:40am | Breakfast | |
| 7:45am - 7:55am | Advisor | |
| 8:00am - 9:20am | Period 1 | Period 5 |
| 9:20am - 9:30am | Break | |
| 9:30am - 10:50am | Period 2 | Period 6 |
| 10:50am - 11:30am | Lunch 1 | Lunch 1 |
| 11:30am - 12:50pm | Period 3B | Period 7B |
| 10:55am - 12:15pm | Period 3A | Period 7A |
| 12:15pm - 12:55pm | Lunch 2 | Lunch 2 |
| 12:55pm - 2:15pm | Period 4 | Period 8 |
| 2:15pm - 2:45pm | Husky Time | |
| 2:45pm - 5:00pm | Extra Help / Athletics / Free Time | |
| 5:00pm - 6:30pm | Dinner | |
| 7:00pm - 8:30pm | Evening Study Hall | |
| 8:30pm - 9:45pm | Open Gym / Free Time / Campus Curfew | |
| 10:00pm | Residence Hall Curfew | |
| 10:30pm | Lights Out / Quiet Hours | |

SCHOOL VACATIONS

You may have seen MCI’s Academic Calendar and noticed there are four scheduled school breaks each year. **The residence halls will remain open during each of these school vacations, with the exception of our two-week December vacation and Summer.**

Options during a school vacation include:

- Staying in the residence hall (\$65/night) - includes fun excursions & on-campus activities*
- Visiting relatives or family friends in the U.S.
- Returning home (if feasible)
- Staying with a local friend (day student; \$65/night homestay fee may apply)
- Planning a getaway with friends

** Please note, residence halls are closed December 20, 2025 to January 4, 2026. Students are encouraged to visit home, whenever possible, but families may choose to make other arrangements.*

All travel options listed above require pre-approval of the Dean of Student Life and the student’s parents.

2025-2026 SCHOOL VACATIONS & DATES

| Vacation | Last Day of Classes | Approved Travel Date / DEPARTING | Approved Travel Date / RETURNING | Classes Resume |
|----------|---------------------|--|----------------------------------|-------------------|
| November | November 25, 2025 | <i>Long weekend, no homestay fee. Students are permitted to travel; usual rates apply.</i> | | December 1, 2025 |
| December | December 19, 2025 | December 20, 2025 | January 4, 2026 | January 5, 2026 |
| February | February 13, 2026 * | February 14, 2026 | February 22, 2026 | February 23, 2026 |
| April | April 17, 2026 * | April 18, 2026 | April 26, 2026 | April 27, 2026 |
| Seniors | May 22, 2026 | May 31, 2026 | | |
| Summer | June 4, 2026 | June 5, 2026 | August 30, 2026 | September 1, 2026 |

** Half days / Early Release - classes end at 11:10am*

APPROVED TRAVEL DATES

In the SCHOOL VACATIONS section you will see that MCI has scheduled specific Approved Travel Dates. On these dates, MCI will transport students to and from the specified drop-off and pickup locations below. Drop-off and pickup times will be scheduled according to the needs of the boarding community as a whole. MCI will provide free transportation to Bangor Airport and the Concord Coach Lines bus stations in Bangor and Augusta between the hours of 6am and 9pm (additional charges will apply outside of these times).

All transportation requests must be received by Mrs. Thompson a minimum of two weeks prior to the approved travel date, but can be sent any time throughout the school year leading up to those dates. Transportation requests submitted after the deadline, will be subject to the fees listed below.

MCI is not responsible for transporting students outside of the approved travel dates/times and cannot guarantee a driver, however we will make every effort to accommodate the student's transportation needs. A minimum of 48 hours advance notice is required.

In the event an MCI driver is available on a day which falls outside of the Approved Travel Dates & times, the following transportation fees will apply:

MCI TRANSPORTATION FEES

| Airport / Bus Station | 6am to 9pm | 9pm to 6am |
|--|------------|------------|
| Bangor International Airport (BGR) | \$65 | \$100 |
| Bangor Concord Coach Lines | \$65 | \$100 |
| Augusta State Airport (AUG) | \$65 | \$100 |
| Augusta Concord Coach Lines | \$65 | \$100 |
| Portland International Jetport (PWM) | \$200 | \$250 |
| Boston Logan International Airport (BOS) | \$400 | \$400 |

If MCI is unable to secure a driver on dates and times which fall outside of the approved travel dates, it will be the responsibility of the family and student to find alternative transportation.



SCHOOL CALENDAR

| | |
|--------------------------------------|---|
| August 18 | Fall Athletics Begin |
| August 24 | New Residential Students Arrive |
| August 25 - August 30 | Summer Orientation & Language Immersion (SOLI) |
| August 31 | Returning Residential Students Arrive |
| September 1 | Boarding Student Orientation & Registration |
| September 2 & September 3 | First Days of School - New & Returning Students |
| October 2 - October 4 | Homecoming Events |
| October 29 | Community Service Day |
| October 31 | Close of 1st Quarter |
| November 17 | Winter Athletics Begin |
| November 26 - November 30 | November Break (residence halls open) |
| December 20 | Residence Halls Close (school break) |
| December 20 - January 4 | Winter Break (residence halls closed) |
| January 4 | Residence Halls Reopen |
| January 16 | Close of 2nd Quarter |
| January 20 - January 23 | Mid-Year Exams |
| January 23 | Close of Semester 1 |
| February 13 | Early Dismissal at 11:10am |
| February 14 - February 22 | February Break (residence halls open) |
| February 25 - February 28 | Winter Carnival |
| March 11 | Parent / Teacher Conferences |
| March 27 | Close of 3rd Quarter |
| March 30 | Spring Athletics Begin |
| April 17 | Early Dismissal at 11:10am |
| April 18 - April 26 | April Break (residence halls open) |
| May 3 | International Food Festival |
| May 21 & May 22 | Senior Final Exams |
| May 29 | Close of 4th Quarter |
| | Senior Chapel at 1:00pm |
| | Boarding Senior BBQ at 5:00pm |
| May 31 | Commencement at 12:00pm |
| June 1 - June 4 | Underclassman Final Exams |
| June 5 | Close of Semester 2 |
| | Community Service Day |
| | Residence Halls Close for Summer Break |

GLOSSARY OF TERMS

Need more clarification on some terms and definitions? We hope this helps!

| Term | Definition |
|-------------------------------|--|
| Cultural Heritage Ceremony | A school day event where students celebrate and share their cultures through music, dance, and flags. |
| Dorm | A building where you will live during the school year with other students, your Dorm Director, and Dorm Parents. |
| Dorm Director | An adult staff member who is in charge of your residence hall. |
| Dorm Parent | An adult staff member who lives in your dorm and assists the Dorm Director in helping students with their daily life. |
| Google Classroom | An online system / mobile app where teachers post homework, class notes, and announcements for students. Parents can sign up to receive a weekly Google Classroom summary for their student. |
| Homecoming | A week-long celebration centered around school spirit and pride in our community, featuring athletic events, a parade, competitions, and a dance. |
| Statement of In Loco Parentis | A permission form signed by parents that allows MCI staff to assist with certain activities like banking. |
| International Food Festival | A festival where students cook and share traditional foods from their countries with the MCI community and beyond. |
| Lights Out | The time each night where students must remain quiet and in their own rooms for the night (usually by 10:30pm) |
| PowerSchool | An online system / mobile app where students and parents can check grades, attendance, school announcements, and more. Students and parents will each be given their own login credentials. |
| Prefect | A student leader who has been chosen by dorm staff to assist the residence hall staff and to help guide and support students living in the residence halls. |
| SOLI | Short for "Summer Orientation & Language Immersion; which occurs the week before school starts and is a program designed to help new students adjust to life at MCI. |



| | |
|-----------------|--|
| Sit Down Dinner | A formal or themed meal in our dining hall, where boarding students and dorm staff eat together in a family-style setting. |
| Winter Carnival | A weeklong event that follows February vacation, filled with games, competitions, and our prom called the "SnoBall". |
