

PRE-COLLEGE '20 STUDENT SUPPLY LIST

Your studio fee includes general foundation supplies such as paper, charcoal, utility knives and other basic supplies.

***Recommended Art Supplies**

Please note that students can purchase any of these items at **Art Mart, an art supply store located across the street from MECA. All students get a 10% discount.*

- + Sketchbook
- + Notebook for taking notes
- + Pens/pencils
- + Lock to secure lockers (optional)
- + Personal favorite supplies such as colored pencils and markers, etc
- + Portfolio and sample work from home
- + Spending money

For Animation Majors

- + A thumb drive (at least 16GB)

For Photography Majors

- + A 35mm manual film camera in clean, working condition
- + 3 ring binder

***For Textile + Fashion Majors**

All of these supplies can be purchased at **Z Fabrics, one block from MECA on Congress Street.*

- + Fabric scissors
- + Glasshead pins
- + Measuring tape
- + Dressmakers chalk
- + Seam ripper

Suggested packing list for the Program:

Please note that many of the items below can be purchased at **Renys (discount department store), if you can't/don't want to travel with them. Reny's is located between MECA and the Residence Hall.*

- + Reading lamp (there are none in the rooms)
- + Small fan
- + Sheets and blankets for a single bed (standard twin)
- + Pillow and pillow case
- + Toiletries including soap, toothpaste, shampoo, etc.
- + Towels (including hand towels)
- + Hand soap
- + Bath mat
- + Hangers
- + Wastebasket
- + Power strip with surge protector
- + Laundry basket/bag & detergent (laundry machines are free)
- + Swimsuit and sunscreen
- + Good walking shoes
- + Raincoat
- + Water bottle
- + Clothing: Maine weather is unpredictable in the summer, occasionally ranging from 50 to 90 degrees. Layers, sweatshirts, shorts, and pants are all good ideas.

PRE-COLLEGE '20 DIRECTIONS + PARKING

From the North

Take Interstate 295 to Exit 7 onto Franklin Arterial.

From the South

Take the Maine Turnpike northbound to Exit 44, Interstate 295. Follow Interstate 295 to Exit 7, Franklin Arterial. Then, From Franklin Arterial. Stay on Franklin Arterial until you hit the top of the hill. Take a right onto Congress Street. Passing City Hall on your right, you will continue on Congress several more blocks, past Monument Square (you'll see the statue on your left). MECA's Porteous Building (#522) will be a large building on your left shortly after Monument Square.

Oak St. is the first street after MECA's Porteous Building. The Oak Street Residence Hall is about halfway down the short block, on the left.

Parking

Street Parking is available every day and requires plugging a meter, however parking is FREE on Sundays. After first pulling over to drop your belongings, proceed to a street spot or use the public parking garage around the corner. To get there, pass the Oak St. Residence hall and take your first left onto Free St. The parking garage (874.2842) is a short distance on your right. (At the parking garage entrance you will see the back entrance to MECA's Porteous across the street.)

Portland Parking Garages + Lots

- + One City Center Parking Garage
- + Monument Square, 773.2761
- + Midtown Parking Lot, 44 Fore St.
- + Top of the Old Port Parking Lot, 119 Pearl & Congress Sts., 828.1212
- + Temple Street Parking Garage, 11 Temple St., 772.5762
- + Cumberland County Parking Garage, Newbury St., 871.8275
- + Custom House Sq. Parking Garage, Pearl & Fore Sts.
- + Fore Street Parking Garage, 439 Fore St., 772.7738
- + Casco Bay Parking Garage, Commercial St. at Maine State Pier, 774.8653
- + Cotton & Center Parking Lot, 57 Center St., 879.8983
- + Public Market Parking Garage, 315 Cumberland Ave, 774.2829
- + Spring St. Parking Garage, 45 Spring St., 874.2842
- + Gateway Parking Garage, 181 High St., 761.1568
- + Harbor Plaza Parking Garage, Union St., 775.3788
- + Monument Square Parking Garage, Cumberland and Brown Sts.

PRE-COLLEGE '20 PHOTO RELEASE FORM

PLEASE RETURN BY 5/22/20

Student's Name _____

Student's Preferred Name _____

At various points during the three-week Pre-College program, a staff photographer will visit classes and/or events to document the Program's activities. These images are an integral part of our marketing for the following year's program. For us to use these photographs, we need your approval. If you agree to Maine College of Art using images of your son/daughter for marketing purposes, please sign below. Student names will never be used. **Thanks very much!**

I consent to allow photographs of my son or daughter, _____ , taken as part of the Pre-College Program activities, to be used in future promotional materials published by Maine College of Art.

Parent Name (please print) _____

Parent Signature _____ Date _____

PRE-COLLEGE 2020 POLICY AGREEMENT

The primary goal for practicing these stated **Rules and Responsibilities** is to ensure your safety during this summer college experience.

The following are standards of conduct expected from all participants in the Pre-College program. Violations of the following standards will result in sanctions that range, depending on the severity of the offense, from warning to probation to dismissal from the program. Parents will be notified by telephone if their son or daughter has a Rules and Responsibilities violation.

Full policies are on the following page.

OTHER MECA POLICIES

General Refund Policy: Requests for refunds must be received in writing by **June 1, 2020**. No refund requests will be considered after that date. Application fees (\$40) and Program deposits (\$500) are not refundable.

Maine College of Art reserves the right to hold students to generally accepted standards of behavior, in addition to the policies stated in the Handbook of Policies and any other MECA publications given to students. MECA has the right to amend and supplement policy when necessary.

Depending on the severity of the violation students may be issued a warning or may be immediately dismissed from the program or residence hall.

Students in violation of the Student Code of Conduct may be subjected to any of the following:

1. Verbal warning issued by Pre-College Coordinator or Resident Advisor.
2. Written warning issued by the Pre-College Coordinator or Resident Advisor.
3. Student called in to meet with Pre-College Coordinator and Director. Parents notified.
4. Student dismissed from Program. There will be no refund of tuition or fees in such circumstances and parents will be held responsible for the immediate collection of the dismissed student.

PRE-COLLEGE 2020 POLICY AGREEMENT

Rules + Responsibilities

1. Alcohol and Drugs: The possession and/or consumption of alcohol or illegal drugs is expressly forbidden and will result in immediate dismissal.

2. Sexual Acts: Any sexual activity will be automatic grounds for dismissal.

3. Academic Dishonesty/Behavior: Plagiarism, theft or any behavior that threatens or endangers one's self or others' well-being or property is prohibited. This includes the alteration or destruction of artwork of others.

4. Tobacco: The use of tobacco by anyone under the age of 18 is illegal in the State of Maine. Maine College of Art is a tobacco-free campus. No smoking is allowed within 20 feet of any entrance/exit.

5. Health: All participants are expected to be able to take care of themselves and show minimal competencies, such as taking medication in a safe and appropriate way.

6. Hours: Students must abide by the posted hours of the program. There is a 9:45pm residential hall check-in curfew (Sunday to Thursday) and a 10:30pm check-in curfew (Friday and Saturday), and students may not leave scheduled program events without permission by the Pre-College Coordinator.

7. Guests: Guests are not allowed at MECA during the course of the program. Please contact the Director of Continuing Studies and Pre-College with any special requests.

8. Residence Hall Safety: Going onto the roof, sills, balconies or ledges of Oak St Residence Hall is strictly prohibited and will result in dismissal from the program.

9. Fire Safety: Tampering with, disconnecting or obstructing fire alarm bells, smoke detectors or other fire equipment is strictly prohibited. Students must evacuate the building when a fire alarm sounds and follow the instructions of the residential staff. Fire doors cannot be used to enter or exit buildings and should not be opened except in an emergency.

10. Fireworks/Weapons: The use or possession of firearms, other weapons, explosives or fireworks are prohibited.

11. Damage: Damages to a student's room beyond normal wear and tear will be billed to the responsible student. Costs for anonymous damages will be shared among the students responsible for the damaged space. No painting or drawing on walls, floors, ceilings or dormitory fixtures is tolerated.

12. Harassment: Intimidation or harassment will not be tolerated under any circumstances.

13. Loss: Maine College of Art accepts no responsibility for items that are lost, stolen, or damaged. Participants are asked to lock their residence hall room door whenever they are not in the room or when they are asleep.

14. Transportation: During scheduled or unscheduled program events, students must travel in transportation provided by the program.

15. Parent Release Letter: Should a student need to leave the program for short or extended periods of time, parents must submit a Parental Release form at least 24 hours prior to the departing. This form will state the date, time and purpose of the program departure, and releases Maine College of Art from any and all liability during this period.

16. If a student and/or parent/guardian chooses for the student to leave the Program prior to Graduation, the student and parent/guardian must fill out an Exit form. If a student leaves the Program in this way, there will be no refund of tuition or fees.

17. Obstruction or disruption of teaching, administration, or other College activities are prohibited and may lead to dismissal from the Program.

18. Verbal or physical abuse of any person in the College community is prohibited and may lead to dismissal from the Program.

19. Unauthorized entry or use of College facilities is prohibited and may lead to dismissal from the Program.

19. Behavior that is self-destructive or threatening to the safety of the individual or other members of the college community is prohibited and may lead to dismissal from the Program.

20. False reporting of emergency, including false reports of fires/bombs, is prohibited and may lead to dismissal from the Program.

PRE-COLLEGE '20 POLICY AGREEMENT

PLEASE RETURN BY 5/22/20

Student's Name _____ Student's Preferred Name _____

The primary goal for practicing these stated **Rules and Responsibilities** is to ensure your safety during this summer college experience.

The Rules and Responsibilities are standards of conduct expected from all participants in the Pre-College program. Violations of the following standards will result in sanctions that range, depending on the severity of the offense, from warning to probation to dismissal from the program. Parents will be notified by telephone if their son or daughter has a Rules and Responsibilities violation.

Maine College of Art reserves the right to hold students to generally accepted standards of behavior, in addition to the policies stated in the Handbook of Policies and any other MECA publications given to students. MECA has the right to amend and supplement policy when necessary.

We agree to the Rules and Responsibilities and further agree to indemnify and hold the college harmless from any and all claims, demands, actions, and causes of action, damages, expenses, losses or liabilities arising in any way from or out of the occupancy, use, or enjoyment of the premises by me, my guests, and invitees.

By signing this form the student and parent/guardian have read, understood, and will abide by the Rules and Responsibilities.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Depending on the severity of the violation students may be issued a warning or may be immediately dismissed from the program or residence hall. Students in violation of the Student Code of Conduct may be subjected to any of the following:

- + Verbal warning issued by Pre-College Coordinator or Resident Advisor.
- + Written warning issued by the Pre-College Coordinator or Resident Advisor.
- + Student called in to meet with Pre-College Coordinator and Director. Parents notified.
- + Student dismissed from Program. There will be no refund of tuition or fees in such circumstances and parents will be held responsible for the immediate collection of the dismissed student.

Note: The use of tobacco by anyone under the age of 18 is illegal in the State of Maine. Maine College of Art is a tobacco-free campus. No smoking is allowed within 20 feet of any entrance/exit.

PRE-COLLEGE '20 ROOMMATE QUESTIONNAIRE

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Name _____ Preferred Name _____ Age _____

Gender: Female _____ Male _____ Non-Binary _____ Other _____

Date of Birth _____ City _____ State/Zip _____

Name you would like listed on your graduation diploma? _____

What is the cell phone number you will have with you at MECA? (____) _____ - _____

Will you be traveling by plane for Pre-College? Yes No

**Please provide thoughtful answers to the following questions.
These answers help us place you with compatible roommates and suitemates.**

Please circle all that apply:

Do you study/read with music on? Yes No

Is quiet time important to you? Yes No

Are you an early riser? Yes No

Do you like to sleep late whenever possible? Yes No

Do you let others borrow your things? Yes No

Do you play your music loudly? Yes No

How do you tend to keep your surroundings? Neat Messy Varies

On most nights, what time do you go to sleep? 9–10pm 10–11pm after 12pm

What are your preferred pronouns? He/Him She/Her They/Them

PRE-COLLEGE '20 ROOMMATE QUESTIONNAIRE

PAGE 2/2 • PLEASE RETURN BY 5/22/20

Name _____ Preferred Name _____

Please provide thoughtful answers to the following questions.
These answers help us place you with compatible roommates and suitemates.

What are you looking for in a roommate?

What kind of music do you listen to?

What are your interests outside of art?

Anything else you would like to say about yourself?

Do you have any specific requests/concerns that might affect your living environment?

PRE-COLLEGE '20 MEDICAL FORM

PAGE 1/4 • PLEASE RETURN BY 5/22/20

Student's Name _____ **Student's Preferred Name** _____

Student's Home Address: _____

Social Security # _____ **Student's Date of Birth** _____
(We need SS# in order to assign 3 college credits at the end of the Program)

Parent/Guardian Name _____ **Relationship** _____

Home Address, City, State _____

Cell Phone # _____ **Home Phone #** _____ **Occupation** _____

Employer's Name/State/Zip _____

Parent/Guardian Name _____ **Relationship** _____

Home Address, City, State _____

Cell Phone # _____ **Home Phone #** _____ **Occupation** _____

Employer's Name/State/Zip _____

Person responsible for payment of tuition and fees: _____

Relationship to student: _____

Signature: _____

PRE-COLLEGE '20 MEDICAL FORM

PAGE 2/4 • PLEASE RETURN BY 5/22/20

Name _____ Preferred Name _____

Please write N/A on each line that is not applicable.

Date of last Tetanus Shot (REQUIRED): _____

(Note: Tetanus shot required; must be within 10 years for Pre-College participation).

I verify _____'s tetanus shot is current within the last 10 years.
(Student's Name)

Parent/Guardian's Signature: _____

2. Allergies to food, or medication:

3. If vegetarian or vegan, please describe needs:

4. Medications, current or anticipated:

5. Are there any medical or emotional difficulties that may prevent the student's full participation? Use this opportunity to let us know of anything that might come up during the Pre-College timeframe.

PRE-COLLEGE '20 MEDICAL FORM

PAGE 3/4 • PLEASE RETURN BY 5/22/20

Name _____ Preferred Name _____

Please write N/A on each line that is not applicable.

6. Health History (please check):

- | | |
|--|--|
| <input type="radio"/> No significant medical history | <input type="radio"/> Fainting |
| <input type="radio"/> Ear infections | <input type="radio"/> Epilepsy |
| <input type="radio"/> Diabetes | <input type="radio"/> Latex |
| <input type="radio"/> Allergies | <input type="radio"/> Convulsions |
| <input type="radio"/> Uncontrolled Bleeding | <input type="radio"/> Hemophilia |
| <input type="radio"/> Heart Defect | <input type="radio"/> Penicillin Allergy |
| <input type="radio"/> Hives | <input type="radio"/> Asthma |
| <input type="radio"/> Hay fever | |
| <input type="radio"/> Insect Stings (which?) _____ | |
| <input type="radio"/> Environmental _____ | |
| <input type="radio"/> Pollen/Dust/Mold _____ | |
| <input type="radio"/> Other _____ | |

7. If an emergency arises, please contact (list in order of priority):

A. Name/Relationship: _____ Address: _____

Cell Phone _____ Home Phone _____ Work Phone _____

B. Name/Relationship: _____ Address: _____

Cell Phone _____ Home Phone _____ Work Phone _____

8. In case of medical emergency, Pre-College students will be taken to Portland's Mercy Hospital.

MECA has my permission to obtain emergency medical care for _____
if necessary. Please print **Student's Name** in the above sentence.

Parent's Signature: _____

Address (if different from above): _____

PRE-COLLEGE '20 MEDICAL FORM

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Name _____ Preferred Name _____

**Pre-College student coverage at MECA is limited to accident insurance.
Primary coverage is considered the parent/guardian's responsibility.**

_____ No, I do not have other insurance coverage (either individual or group) under which I am covered as an individual or as a dependent.

_____ Yes, I do have other insurance (either individual or group) under which I am covered as an individual or as a dependent. **(Please complete information below.)**

Does your insurance require pre-certification? Yes No

Pre-Certification Phone # _____

Name of Insured if other than Student _____

Insurance Name _____

Address _____

Phone # of Carrier _____

Policy # _____ Group # _____

Subscriber _____

PRE-COLLEGE '20 TRAVEL INFORMATION

PLEASE RETURN BY 5/22/20

Student's Name _____ Student's Preferred Name _____

Home Address, City, State _____

On Sunday, July 5th, my plans for arriving at MECA are:

_____ **I am arriving with my parents/guardians on Sunday, July 5th between 1–3pm.**

_____ **I am arriving on my own and need to be met:**

_____ At the Concord Trailways station, Portland, ME, Sun, July 5th at _____ am/pm

_____ At the Greyhound Bus station, Portland, ME on Sun, July 5th at _____ am/pm

_____ At the Amtrak train station, Portland, ME on Sun, July 5th at _____ am/pm

_____ At the Portland International Airport, Portland, ME on Sun, July 5th

My flight # is _____ on _____ air carrier and arrives at _____ am/pm

On Saturday, July 25th, my plans for returning home are:

_____ **I am leaving with my parents/guardians on Saturday, July 25th between 1–3pm.**

_____ **I am leaving on my own on Saturday, July 25th between 1–3pm.**

_____ At the Concord Trailways station, Portland, ME, Sat, July 25th at _____ am/pm

_____ At the Greyhound Bus station, Portland, ME on Sat, July 25th at _____ am/pm

_____ At the Amtrak train station, Portland, ME on Sat, July 25th at _____ am/pm

_____ At the Portland International Airport, Portland, ME on Sat, July 25th

My flight # is _____ on _____ air carrier and departs at _____ am/pm

Parent/Guardian Name (please print) _____

Signature _____