



2026-27 Packing and Planning List

Welcome to R-MA! Please review this packet carefully, and feel free to reach out to us with any questions.

Communication



Log in to your MySchoolApp account at rma.myschoolapp.com for up-to-date information.



Facebook
www.facebook.com/Randolph.Macon.Academy.VA



Instagram
[@randolphmaconacademy](https://www.instagram.com/randolphmaconacademy)



YouTube
<https://www.youtube.com/RandolphMaconAcademy>



Registration Dates

Make sure you show up for the right registration on time!

| REGISTRATION | DATE | TIME |
|------------------------------|-----------------|------------|
| Falcon Scholars and Cadre | Sun, August 16 | 10:00 a.m. |
| Football Team* | Sun, August 16 | 10:00 a.m. |
| New Cadet Registration | Tues, August 25 | 10:00 a.m. |
| Returning Cadet Registration | Wed, August 26 | 2:00 p.m. |

* Students interested in playing football should email jlacombe@rma.edu to confirm their attendance at registration.

Helpful Contacts



| | | |
|-------------------|--------------|--|
| Admissions Office | 540-636-5484 | admissions@rma.edu |
| Finance Office | 540-636-5207 | finance@rma.edu |
| Athletics | 540-631-3831 | athletics@rma.edu |
| Medical Clinic | 540-636-5210 | nurses@rma.edu |
| Tech Support | 540-631-3800 | techsupport@rma.edu |
| Academics | 540-636-5486 | academics@rma.edu |
| Student/Res. Life | 540-636-5496 | denglish@rma.edu |
| Student Services | 540-636-5208 | studentservices@rma.edu |
| Commandant | 540-636-5203 | tfreiwald@rma.edu |
| Security | | security@rma.edu |

When school is not in session, some offices have reduced hours. If you leave a voicemail, it is suggested to also follow up with an email and someone will be back in touch as soon as possible.



Complete These Online Forms



Each parent and guardian has an account set up in R-MA's MySchoolApp. This is where you will access grades and daily announcements, and send messages to your child's teachers. If you cannot access your account go to the site <https://rma.myschoolapp.com/app#login> type in your email address and click Next to follow the prompts to sign in. Once you have logged into your account, please save your username and password for easy access throughout the year.

Please visit the Resources tab on rma.myschoolapp.com to access important information including, the Cadet Manual and Academic Guide.

Students will not be able to register without the following additional items:



Online Parental Permission Forms

You will receive an email with additional instructions on how to complete the online consent forms. If you have any questions, contact admissions@rma.edu.

Financial Contract

Please make sure that you return the contract and enrollment fees/payments by the dates outlined on your contract. For questions contact finance@rma.edu.



Medical Forms

New families will receive an email with information on how to upload medical forms through a secured program (mymagnus.com). Returning families should log in and update their account. All students are required to have a completed Magnus Health account, which will include a current physical and proof of insurance that is valid in Virginia. The physical is valid for one calendar year, therefore, R-MA requires this physical be completed after June 1st, but before your student's registration date. If you have questions contact nurses@rma.edu.

MAILBOX NAMES

Please add these mailbox names to your safe-senders list so spam filters do not block your emails.

rma@myschoolemails.com
rma@myschoolapp.com



Required Uniforms

The R-MA CLDP department will provide the following uniform items at no cost to students. These items must be returned to the school at the end of the school year. There is an \$80 user fee for these uniforms that covers needed alterations, wear and tear, and end-of-year cleaning.

| | |
|-------------------------|-----------------------------|
| Blue Service Coat (1) | Woodland Utility Pants (2) |
| Grey Poly Pants (1) | Woodland Utility Shirts (2) |
| Regimental Rank (1 set) | |

Below are the required uniform items students must purchase. Items marked with an asterisk (*) must be purchased through the R-MA Uniform Store/The Jacket's Nest, authorized clothing store, or Parents' Association Used Uniform Sale.

Duty Uniform

Males

- * Blue trousers (1 pair)
- * Military White S/S Shirt (2)
- * Military White L/S Shirt (2)
- * Black L/S Sweater (1)
- * Blue Nametag (1)
- * Blue belt/buckle (1)
- * Black belt/buckle (1)
- * Black Garrison Cap (1)
- * Black Poplin Coat (1)
- * Black oxford shoes (no corfram) (1) Solid black shin height dress socks (6)
- * R-MA collar brass for service coat (1)
- White crew undershirts (5)
- * Parade belt w/buckle (1)
- * Parade – white gloves (1)
- * Service Cap (grey) w/R-MA cap device (1)

Females

- * Blue female slacks (1 pair)
- * Military White S/S Shirt (2)
- * Military White L/S Shirt (2)
- * Black L/S Sweater (1)
- * Blue Nametag (1)
- * Blue belt/buckle (1)
- Black belt/buckle (1)
- * Black Garrison Cap (1)
- * Black Poplin Coat (1)
- * Black oxford shoes (no corfram) (1) Solid black shin height dress socks (6)
- * R-MA collar brass for service coat (1)
- * Parade belt w/buckle (1)
- * Parade – white gloves (1)
- * Service Cap (grey) w/R-MA cap device (1)

Utility Uniform

Males and Females

- * Coyote t-shirts (4)
- * Coyote Fleece Jacket (1)
- * Woodland Patrol Cap (1)
- * Boot blousing straps (1)
- * Coyote Watch Cap (1)
- Coyote Boots – 8" (1)
- * Olive Drab Boot socks (4)
- * Rigger belt (1)
- * Velcro Name tapes (2)



Required Uniforms (continued) and Grooming Standards

R-MA /Activity Uniform

Males

- * Khaki pants (2)
- * Khaki shorts (optional)
- * Blue Polo w/R-MA logo (3)
- * Blue Fleece (1)

Females

- * Khaki slacks (2)
- * Khaki shorts (optional)
- * Blue Polo w/R-MA logo (3)
- * Blue Fleece (1)

R-MA Athletic Uniform

Males and Females

- * Athletic Shorts (5)
- * Athletic t-shirts (5)
- * Compression shorts – male only (2)

- Athletic shoes
- Swimsuit
- * Regiment t-shirts (2)

Grooming Standards

Proper adherence to uniform guidelines goes hand-in-hand with maintaining grooming standards.

Please visit the **Resources** tab on rma.myschoolapp.com, where you'll find the Cadet Manual for more details on grooming standards and other important information.



General School Supplies to Bring

R-MA's school stores carry all school supply items listed below, but families are permitted to purchase these items off-campus. Students will receive a syllabus from individual faculty members with any specific requirements. Our school store will carry any additional items required by faculty.

Please note: This list covers the basic, general supplies every student will need. Individual teachers may require additional, class-specific supplies. Those items will be listed on each teacher's syllabus and can be purchased with through the school store or online after the first day of classes.



School Supplies

- | | |
|---|--|
| <input type="checkbox"/> Pencils | <input type="checkbox"/> Black and blue ink pens |
| <input type="checkbox"/> Notebooks (6) | <input type="checkbox"/> Pocket folders (6) |
| <input type="checkbox"/> Backpack | <input type="checkbox"/> 3-ring binders (6) |
| <input type="checkbox"/> TI-84 Calculator | <input type="checkbox"/> Reusable water bottle |



The school supplies required will vary according to the classes taken. This list consists of items that are commonly needed. The Jacket's Nest (R-MA's bookstore) carries every item required by our faculty. The Jacket's Nest also carries a number of personal hygiene items and necessities.

Contact academics@rma.edu if you have any questions.



Packing Information: Personal Items



— Personal clothing

Civilian clothing is permitted for paintball, snow activities, and sleepwear. If other events occur where civilian clothing is permitted you will be notified. Please keep this in mind when packing, as closet and dresser space is limited. Any personal clothing must be free of inappropriate logos and messages. No cutoffs, bare midriffs, or tank tops.

— Personal sports equipment

Volleyball, basketball, golf clubs, tennis rackets, etc. Skis should only be brought during the appropriate season. All safety equipment (i.e., helmet, knee pads, etc.) must accompany sports equipment. Bikes and skateboards must be stored in Student Services.

— Clothes hangers (plastic or no-slip)



— Pajamas

— Bathrobe & slippers (required for going to and from dorm rooms to showers)

— Bathing suit (“Swimming” style suits, no cutoffs)

— Athletic supporters/compression shorts (2) (males only)

— Toilet article kit or cosmetics bag (no aerosol cans, except shaving cream)

— Shower shoes/Crocs/plastic sandals/flip-flops (for bathroom and/or pool)

— Extra solid black socks; logo socks not permitted

— Solid white socks

— Civilian shoes (2 pairs)

— Black belt

— Undergarments (10)

— Pantyhose

— Hair accessories (must match natural hair color)

— Wristwatch (Smart Watches are not permitted)

— Sunscreen and insect repellent (no aerosol cans)

— Water bottle

— Laundry bags (2) (must be purchased at R-MA)



Electronics

• R-MA will be providing a school-issued laptop for student’s use on campus. Personal laptop computers or tablets will be allowed, but will be restricted to use in the dorm on weekends. If bringing a printer, it must be small enough to set on desktops or bookshelves and must support direct connection to the student’s laptop. Printers are available throughout campus. R-MA prohibits the use of inappropriate graphics and games that are violent, occultist, or sexual in nature on students’ computers.

• Audio listening devices (e.g. radios, computers, etc.) will be limited in size and must be used with headsets. External speakers are not permitted.

• All electronics must be labeled and registered with the Academy.



Packing Information: Dorm Supplies

All property (uniform items, civilian/personal clothing, bedding, electronics, school supplies, athletic equipment, etc.) must have the student's last name & R-MA ID number. Bring permanent laundry markers.

* Items must be purchased at The Jacket's Nest (R-MA's bookstore).



___Footlocker or storage container no larger than 31" long x 17" wide x 13" tall

___Pillowcases (2-3) White and Ivory

___Twin sheet sets (2 sets) 1 White and 1 Ivory (Fitted sheet, unfitted sheet, and pillow case)

___Solid bath towels (3-4)

___Wash cloths (2-4) optional

___Pillow

___Alarm clock (not phone)

___Shoe shine kit (mandatory)

___*R-MA insignia blankets (2)

___ Plug-in air fresheners or any non-aerosol air fresheners (optional)

___ Hard plastic containers with sealable lid for food storage no larger than 32.50" L x 17.75" W x 6.50" H (1) Per Student



___Cleaning supplies. Each cadet/student must have the following: Swiffer mops and wet cloths, small trash bags, microfiber cloth for windows/mirrors, Windex, broom and dust pan, "Clorox" (or equivalent) wipes for window door glass, sinks, mirrors and desks, paper towels. Female cadets should bring toilet brushes and bathroom cleaning supplies.

Falcon Scholars should bring a brown CamelBak Hydration Pack.

Food items are permitted in the dorms, but must be stored in airtight sealable plastic containers. Items needing refrigeration should not be brought with you.

Cadets may have fans. There is a limit of one fan per room and the size may not exceed 12 inches in diameter. Fans larger than 12 inches are not allowed, nor are window fans. Cadets may also bring an adjustable window screen to fit a 36" wide window. One tower fan per room is permitted.



Hair dryers and curling irons are permitted, provided they are unplugged when not in use.

Desk space consists of three drawers, totaling 28" in height. Each chest/dresser is 20" wide and 20" deep. When students leave on a pass, valuable items should be secured in a footlocker.

While each room is sufficient for comfortable living, drawer space and the area for hanging clothes is limited. Rooms are inspected regularly and will be maintained in accordance with the policies printed in the Cadet/Student Manual. R-MA will not be responsible for damage or loss of student items. Check your homeowner's insurance for available coverage.



Dorm Policies



Items Not Allowed In The Dorms

- Television sets/monitors
- Flammables
- Microwaves
- Air conditioners
- Pets and fish
- Weapons (including knives)
- Hair cutting equipment
- Halogen and nightlights or LED lights
- Offensive materials/pornography
- Lighted signs, black lights and strobe lights, etc.
- IP Cameras/surveillance cameras or motion sensors
- Drugs (including synthetic drugs)/alcohol/tobacco and related paraphernalia
- Aerosol products (except shaving cream)
- Any liquid edge dressing or liquid shoe polish
- Electronic cigarettes or anything containing nicotine
- Network Access Points, Routers, Switches, or Hubs
- Any electronic item not UL or ETL listed by NRTL
- All medications, to include over-the-counter medicines and vitamin supplements, must be distributed by the school nurse. Asthma inhalers are allowed in the dorm with permission of the nurses.
- Refrigerators
- Coffee pots
- Tools/tool kits
- Laser pointers
- Lighters, fireworks, matches
- Glass bottles
- External speakers
- Hot pots/plates/heating devices
- Mattress toppers
- Extension cords
- Throw rugs

Decorations



- Posters are allowed. “Pin-up” type posters (magazine cutouts included) are not allowed (defined as posters or pictures with sexual themes or overtones). Posters that advertise illegal drugs or depict items prohibited at R-MA such as alcohol, tobacco, etc., are not allowed. Derogatory or threatening posters, banners, flags, etc., aimed toward ethnic/religious groups are also prohibited. Such items will be confiscated and will not be returned.
- Cadets may only use “Plasti-tak” to affix items to the walls. Nails, tacks, tape of any kind or anything that leaves any type of permanent mark or residue is prohibited. “Plasti-tak” is available at the school store.
- The display of stuffed toys and other personal items of that nature is limited to two per person, size not to exceed 8” x 8” x 12”.



Technology



All students will be provided an Apple laptop computer as a part of their educational tools, and this will be the only computer that will be used by the students in the classroom. Printers are located around campus to support any printing that is needed for classwork.

Students will receive information on their school email account, access to cloud storage for files, and access to the school information system. The laptops will have the student's electronic text-books needed for their classes preloaded. The school will be providing access to the needed software for classwork, to include the Microsoft Office and Adobe Products.

R-MA provides Internet access to all students via the R-MA WiFi. In addition, all students will have an R-MA e-mail address for correspondence with parents, faculty, and fellow students.

Any personal computers will not be supported by the school. We will allow them to connect to our WiFi network. Please ensure that computers have current service packs and up-to-date anti-virus software prior to arrival.

Document your device serial number and label your device with the student's name. Password protection is recommended. All devices should be in English.

Contact R-MA Technology Support at 540-631-3800 or email techsupport@rma.edu with any questions.



Medical Clinic Services and Info



The health clinic is open during the school day and is staffed by our R-MA nurses. A doctor is available to examine students as needed. When the clinic is not open, the supervising adults have copies of our school's medical action plan, which outlines what to do in the event of an illness for our students. This includes our own nurses' cell phone numbers and treatment of basic first aid needs.

If anything arises that our staff determines needs additional care, students will be transported to the nearby Warren Memorial Hospital by an R-MA employee who will stay with them until they are released or until a parent or guardian arrives at the hospital.

Magnus Health System

Our school has partnered with Magnus Health System to provide more efficient and consistent health care services to your child. All of your child's health information is collected, stored, and managed in one location. Magnus allows the school to have immediate access to your child's medical record from any necessary location. Magnus account login information will be sent to your family upon acceptance. Families will answer online questions regarding health history (called the Vital Health Record) and upload essential medical information to include immunizations, a valid physical, PPD skin test and proof of health insurance that is valid in Virginia.

Medications

R-MA dispenses regularly scheduled medications using a bubble packing system. Bubble packing medication is a process done at the pharmacy in which the medication is placed in a card with 30 individual bubbles for each corresponding day of the month. The medication is then dispensed from the card for the corresponding day and time that the medication is to be administered. The pharmacy (CVS Pharmacy: 800 John Marshall Highway) will handle all refills, however it is the parent's/guardian's responsibility to ensure that CVS Pharmacy has current prescriptions on file for refills. If your student is on a schedule II medication, you will need to request a new prescription from your student's prescribing physician monthly. The only exception to this policy is if your student is on a medication that has been prescribed for 10 days or less. The pharmacy accepts insurance and will bill appropriately; co-pays will be billed to your student's R-MA account. Parents/guardians will need to mail prescriptions to the R-MA clinic. Additional details on the prescription policy are located within the Magnus Health System.



Over-the Counter-Medications

Over-the-counter medications are kept in the clinic, or with appropriate school personnel in the evenings and on weekends. Students are not permitted to have any medications in their dorm rooms, to include vitamins, unless it is approved and authorized by the nurse. If a student has an inhaler, the nurses must give approval for the student to keep it with him or her.

All medications including over the counter and prescription require a physician's order if taken for more than 10 days. There must be a signed medication permission form on file for medications to be administered. If we receive medications at school for the student without the medication form we will contact the parent or guardian for the form. If it is not received within 10 days then the medication will be mailed to the parent or guardian's address on file.

If your student is on an herbal supplement, please provide a written statement from the student's physician stating the medical reason for supplementation, the strength, dose, and frequency of the supplement. Performance enhancing supplements are not allowed at R-MA; this includes weight loss or weight gain supplements, protein powders, mass gainers, etc.



Transportation and Breaks



- Students are not allowed to leave before the vacation period begins or return late from vacation.
- We provide transportation at the beginning and end of our breaks to Dulles, Reagan, and Union Station for a fee that is charged to the student account
- These are the seasonal break dates. Holiday flights can fill up quickly, so book early to avoid last-minute problems. Please check the announcements and myschoolapp.com calendar throughout the year for any updates. Early departures from school or late arrivals to school for breaks will be considered an unexcused absence.

School Breaks

Students are not permitted to stay on campus during these breaks.

Thanksgiving Break

Friday, November 20, 2026: Thanksgiving break begins at the end of the class day.

Monday, November 30, 2026: Thanksgiving break ends at 6:30 p.m.



Christmas Break

Wednesday, December 16, 2026: Christmas break begins at the end of final exams.

Sunday, January 3, 2027: Christmas break ends at 6:30 p.m.

Spring Break

Friday, March 26, 2027: Spring break begins at the end of the class day.

Monday, April 5, 2027: Spring break ends at 6:30 p.m.

Appointments

- To avoid delays and lost academic time, special attention should be given to the medical, optical, and dental needs of your student prior to arrival at the Academy.
- Appointments to meet these needs are not easily scheduled once the student is on campus.
- To assist you in your planning, the following weekends are “Closed Weekends,” when all students must stay on campus. Day students should also be on campus during these weekends. Exact sign-in and sign-out times will be sent out later.

Closed
Weekends



August 29-30
October 17-18
April 30-May 1

Vehicles on Campus

- All cars must be registered. The student’s keys must be turned in upon arrival and picked up before departure at Student Services. Students may not have another set of keys; to have another set is an honor code violation.