



Field Trip Application

Date: _____

Date and time of requested visit: _____

Name of school, grade and number of students: _____

Address: _____

Telephone: _____

Contact: _____ Email: _____

Chaperone Guidelines (at the discretion of the court):

For all teacher-led student groups:

1 chaperone for every 10 students

Please check the activities in which you would like your students to participate while at the Dirksen U.S. Courthouse:

Observe court (M-F)

Tour single jail cell

Meet a judge

Teacher-led mock trial (need courtroom)

Courtroom panel (court reporter, courtroom deputy, law clerk, etc.)

Lunch in the Courthouse cafeteria

Courtroom Protocol

Dress Code: Visitors should dress in a manner respectful of the business of the Court.

Building Entry: Students should bring a photo ID.
Cameras and cell phone cameras allowed only with advance permission of the Court.

Courtroom: Students should single file into a courtroom led by a chaperone.
Students should not chew gum, talk, or make faces while observing court.

Please fax or email this page and a list of chaperone and student names to Larry Collins at
Larry_Collins@ilnd.uscourts.gov or (312) 408-5088.