



Office of Government Liaison and Public Relations



STUDENT COURTHOUSE VISIT REQUEST FORM

WELCOME

The Eleventh Judicial Circuit offers student courthouse visits for public and private school students in Grades 3-12, as well as home-schooled students in the same grade levels. Courthouse visits may include the following: observation of live court proceedings, a Q&A session with one of our judges (court schedule permitting), and a mock trial (space permitting) tailored to students of reading age or older.

Please note that due to space limitations and to ensure the most productive learning experience, student groups visiting the courthouse are limited to 25-30 students maximum. Students must be accompanied by one (1) adult chaperone for every 8-10 students at all times while at the courthouse. Courthouse visits are offered on Tuesdays and Thursdays from 9:30am to 11:30am.

When planning for your visit, please remember the following: court visits must be scheduled at least one month in advance to ensure ample time for appropriate arrangements to be made. You will be contacted within 2 days of receipt of your request to confirm a visit date.

On the event date, allow an extra 10-15 minutes to proceed through the security check point. All visitors and their belongings must go through security (magnetometer and x-ray machines). We recommend that visitors not bring backpacks or voluminous coats unless necessary, as these can delay the screening process.

In order to facilitate your visit, please review the courthouse locations below and choose a facility that best meets your educational needs. If you wish to visit a different courthouse location, please list the courthouse name on the request form on the following page.

Please complete the Request Form on the following page and fax to:
Office of Government Liaison & Public Relations at (305) 349-7190.

DADE COUNTY COURTHOUSE (DCC)

73 West Flagler Street, Miami, FL 33130

| COURT PROCEEDINGS | VISIT DESCRIPTION |
|-------------------|--|
| CIVIL | Site Visit Includes: observation of live court proceedings, a Q&A session with a civil court judge (court schedule permitting), and a mock trial (space permitting) tailored for students of reading age or older. Visit starts at 9:30am and concludes at 11:30am. |

RIRCHARD E. GERSTEIN BUILDING (REG)

1351 NW 12 Street, Miami, FL 33125

| COURT PROCEEDINGS | VISIT DESCRIPTION |
|-------------------|---|
| CRIMINAL | Site Visit includes: observation of live court proceedings, a Q&A session with a criminal court judge (court schedule permitting), a Q&A session with other individuals in the criminal justice system (court schedule permitting). Visit starts at 9:30 am and concludes at 11:30am |



COURTHOUSE VISIT REQUEST FORM

Office of Government Liaison and Public Relations, Eleventh Judicial Circuit of Florida
73 West Flagler Street, Room 1800, Miami, FL 33130
CONTACT: Ms. Eunice Sigler (305) 349-7189 Office; (305) 349-7190 Facsimile, or esigler@jud11.flcourts.org eMail.

REQUESTED DATE: _____ FACILITY OF INTEREST: **DCC** **REG** **Other**

SCHOOL NAME: _____

Contact Person/
Coordinator: _____

Phone Number (s): _____
Please provide a cell number where you can be reached the day of the visit.

E-mail address: _____

| Name: | Cell Phone Number: |
|-------|--------------------|
|-------|--------------------|

Provide the Name(s) of Adult(s) traveling with the students and their respective cell phone numbers.

- | |
|----|
| 1 |
| 2 |
| 3. |
| 4. |
| 5. |

ALTERNATE Date(s) _____ Grade Level _____

Number of Students _____ Average Age of Students _____

What is the goal of your visit?

Please provide additional information or requests for special accommodations if needed.