

**GUIDELINES FOR ADMISSION TO THE TRIAL BAR OF THE  
UNITED STATES DISTRICT COURT FOR THE  
NORTHERN DISTRICT OF ILLINOIS: OBSERVATION UNITS**

Promulgated as an interpretive guide to simulation units as set forth in Local Rule 83.11(a)

- A. An applicant will be entitled to receive credit for an observation unit pursuant to Local Rule 83.11(a)(4) if, in conjunction with a trial involving testimonial proceedings in a state or federal court within the scope of Rule 83.11(a)(1) of the Local Rules of this Court and which constitutes a qualifying trial within the scope of Rule 83.11(a)(2) of the Local Rules of this Court, the applicant, at the time of the submission of the application:
- (1) was supervised in the observation of trial by counsel for one of the parties in the case;
  - (2) became familiar with the factual and legal issues;
  - (3) attended a substantial amount of the court sessions during trial;
  - (4) observed any opening and closing arguments;
  - (5) observed a substantial portion of the direct testimony and cross examination presented by all parties;
  - (6) consulted with the supervising attorney from time to time; and
  - (7) is a member in good standing of the bar of this court.
- B. The supervising attorney shall be required to complete an observation affidavit on behalf of the applicant attesting to the fulfillment of the above requirements and specifying certain other information regarding the trial which was the basis for the observation. The supervising attorney must, at the time of supervision, have been either admitted as a member of the trial bar of the Court or, should the supervision have taken place prior to such admission of the supervising attorney, give evidence of the equivalent of four (4) participation units achieved by the affiant prior to the supervision activity.
- C. The term "substantial" as used in paragraphs A(3) and A(5) of this regulation is defined as at least fifty (50) percent of the court sessions and fifty (5) percent of the direct testimony and cross examination except that, if the trial lasted fewer than three (3) days, the term "substantial" shall be defined as having attended all court sessions and having observed all of the testimony presented.
- D. There shall be no remuneration of the supervising applicants for observation units, and the ratio of applicants to supervising attorneys shall not exceed three (3) to one (1), unless a greater ratio has been approved in advance by the Executive Committee.

**UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF ILLINOIS**

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**OBSERVATION AFFIDAVIT OF SUPERVISING ATTORNEY**

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\_\_\_\_\_ declares under penalty of perjury that the following is true and correct:

1. Affiant is a member of the trial bar of this Court, having been admitted as of \_\_\_\_\_  
(Date)
  
2. Affiant is aware of the petition for admission to the trial bar being filed by \_\_\_\_\_, which lists the Affiant as the supervising attorney of a qualifying trial for which petitioner requests an observation unit in order to assemble the necessary units to gain admission to the trial bar of this Court.
  
3. Affiant participated in the trial as counsel for one of the parties in the case of \_\_\_\_\_  
  
which trial involved testimonial proceedings in a state or federal court within the scope of Rule 83.11(a)(1) of the Local Rules of this Court and constitutes a qualifying trial within the scope of Rule 83.11(a)(2) of the Local Rules of this Court.
  
4. Affiant's professional relationship with the petitioner at the time of supervision was as follows (state whether petitioner was a member of the Affiant's firm or the manner in which the Affiant's relationship with the petitioner caused the opportunity for supervision):  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_
  
5. The trial dates referred to in item 3 above were \_\_\_\_\_  
(Date)

6. During the course of the trial in the above case, petitioner (a) became familiar with the factual and legal issues; (b) attended a substantial amount of the court sessions during the trial; (c) observed any opening and closing arguments; (d) observed a substantial portion of the direct testimony and cross examination presented by all parties; and (e) consulted with Affiant from time to time. (As used in this paragraph, the term "substantial" is defined as at least fifty (50) percent of the court sessions and fifty (5) percent of the direct testimony and cross examination, except that if the trial lasted fewer than three (3) days the term "substantial" shall be defined as having attended all court sessions and having observed all of the testimony presented.)
7. (NOTE: This paragraph must be completed only if the observation took place before the Affiant was admitted to the trial bar.) Prior to the date of the above trial in which Affiant supervised the petitioner, Affiant has participated as lead counsel or as assistant to lead counsel in the trials included on the attached list. Each of the said trials constituted a qualifying trial within the scope of Rule 83.11(a)(2) of the Local Rules of this Court and together involve at least four (4) participation units as defined by Rule 83.11(a)(3) of the Local Rules of this Court. (For each trial recorded on the attached list, please show the caption, trial court, trial judge, and dates of trial.)
8. Affiant executes this document for the express purpose of supporting the petitioner's attempt to qualify for an observation unit.

\_\_\_\_\_  
(Supervising Attorney)

Executed on: \_\_\_\_\_  
(Date)

Under 28 U.S.C. §1746, this declaration under penalty of perjury has the same force and effect as a sworn declaration made under oath.