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Mailing this to someone inside? Print one side only, black ink, plain white paper. No staples or clips. Put their full name and number on the envelope. Some facilities limit pages per envelope: check their mail rules first.

FEDERAL PRISON GUIDE

VISIT PACKET: FCI SCHUYLKILL

Federal Correctional Institution · Minersville, PA · Phone 570-544-7100

VISITING

VISITING HOURS AND DAYS

WHO	DAYS	HOURS
FCI	Saturday, Sunday and federal holidays (the 2023 handbook lists Friday through Sunday)	8:00 AM to 3:00 PM
Satellite camp	Saturday, Sunday and federal holidays only	8:00 AM to 3:00 PM
Special Housing Unit (SHU)	Video visits only, on weekends and holidays, approved ahead by the unit team, the Captain and the Associate Warden. Up to 2 visitors for 2 hours.	Starting at 8:30 am; visitors not processed after 12:00 pm; visits end at 2:00 pm

Everyone must be out of the visiting room by 3:30 PM. At the camp, the handbook says no visitors are processed after 2:30 PM. At the FCI, the rules give no processing cutoff, so arrive early. Inmate movement to the visiting room stops at 9:30 AM for the 10:00 AM count. If the schedule changes, a notice goes to the inmates on TRULINCS and on the public website.

The 2024 rules list visiting only on Saturday, Sunday and federal holidays, for both the FCI and the camp. [1]

The BOP's own papers disagree. The FCI handbook (**July 2023**) says general-population visiting is held **Friday through Sunday** and holidays, 8:30 AM to 3:00 PM, with no more than **four** visitors at a time (no more than three adults), and counts weekday visits as 1 point and weekend and holiday visits as 2. The newer visiting rules (**September 30, 2024**) say **Saturday, Sunday and federal holidays**, 8:00 AM to 3:00 PM, **five** visitors (no more than three adults), and holidays cost no points. Go by the newer rules and call 570-544-7100 before you drive, especially on a Friday.

THE RULES AT THE DOOR: ID, POINTS, WHAT YOU CAN BRING

HOW MANY VISITS

They get **6 points a month** (FCI and camp). At the FCI a weekday visit costs 1 point and a weekend visit 2 points. At the camp all weekend visits cost 2 points. **Federal holidays cost no points.** Once the 6 points are used there are no more visits until next month. Social visits can be on consecutive days or spread through the month. [1]

HOW MANY PEOPLE	No more than **5 visitors in total, children included**, and no more than **3 of them adults**. Exceptions need written approval from the Captain and the Associate Warden of Programs (the Camp Administrator at the camp). A visitor who leaves the visiting room cannot come back until the next visiting day. [1]
CHILDREN	Children under 18 may not visit unless with a responsible adult who is an approved visitor for the same inmate. That adult must have filled out the visitor form and be on the list. Child visitors over 5 may not sit on the inmate's lap. [1]
ID	Everyone **16 or older** needs valid government photo ID (federal or state). Each visitor signs a Notification to Visitor form (**BP-A0224**), and answers questions about contraband in the car. [1]
SCREENING	Everyone clears the **metal detector**. Visitors are randomly pat-searched. Each visitor gets a hand stamp checked under a black light at several points and again when leaving. Visitors with a religious veil are identified by staff when entering and leaving. [1]
MONEY FOR VENDING MACHINES	**The vending machines take a credit card only.** Each visitor may bring **one credit card** in a clear change purse or billfold. No cash is mentioned. Items bought for the inmate are emptied onto a plate by the visitor. Nothing is shared between the inmate and the visitor. [1]
WHAT YOU CAN CARRY	A clear see-through change purse or billfold with one credit card. For a baby: 5 diapers, baby wipes, one pacifier, formula in see-through plastic bottles and baby food in see-through plastic containers. Life-saving medicine is shown to the visiting room officer, who keeps it for the visit. No strollers or carrying devices. Large purses, bags, cell phones and car keys stay in the locked car. There is a private nursing area inside the visiting room. [1]
NOT ALLOWED IN	Food (except baby food), cell phones, car keys, large purses and bags, sunglasses (prescription ones are fine), and watches. Visitors may not give the inmate or take from the inmate any document or item. [1]
WHAT NOT TO WEAR	No khaki clothing (FCI only). No sunglasses, hats (baseball caps too) except religious, see-through or sleeveless blouses or shirts, tank tops, miniskirts, or any dress or skirt that exposes the knee when seated. No very tight pants. No footwear that shows toes or heels (flip-flops, sandals, Crocs). No shorts, except on children under 16. Staff decide; the Duty Officer or Operations Lieutenant has the final say. [1]
TOUCHING	Handshaking, embracing and kissing within good taste, only at the start and end of the visit. Staff may limit contact. Staff may assign seats. [1]
WHAT THEY WEAR	FCI inmates wear institution khakis, camp inmates wear greens, with tan commissary boots or black institution boots. They may wear a wedding band and one religious medallion. No hats or sunglasses (religious headgear and prescription glasses excepted). [1]
WHEN IT GETS CROWDED	Staff first ask for volunteers to end their visit. Then they look at how often the inmate gets visits that month, how far the visitor traveled and how long the visit has lasted. [1]

HOW TO GET ON THE VISITING LIST

1. They may list their **immediate family** from the pre-sentence report (mother, father, step-parents, foster parents, brothers, sisters, spouse and children), with no limit on the number. Other relatives may be added if they ask.
2. **Every** visitor, immediate family too, fills out the Visitor Information form (**BP-A0629**) and mails it **directly to the unit counselor**, who runs a background check. The handbook says to mail it at least **4 weeks** before the visit.
3. They may ask for up to **10 friends and associates** in addition to family. Friends must have known them before prison. More than 10 needs the Warden's approval.
4. A criminal record is not the only thing staff look at. If a visitor gives false information on the form, the application may be denied and they must **wait 6 months** to apply again.
5. Staff tell them yes or no, and **they** tell you. Do not drive until you are approved.
6. A visitor normally cannot be approved for more than one inmate at this prison, unless the Warden allows it. Contract employees and volunteers cannot be on the list.
7. New arrivals and holdovers: visits are limited to immediate family while the forms are checked. Someone transferred from another prison may be able to use the old list if the counselor verifies it is current.
8. The list can be changed at any time following these steps.

Fill out the visiting form for Schuylkill

[1]

DRIVING DIRECTIONS (FROM THE BOP)

THE ADDRESS	The BOP lists the physical address as Interstate 81 and Route 901 West, Minersville, PA 17954. Phone 570-544-7100. The visiting rules mention "Directions to Approved Visitors" as Attachment 1, but that attachment is not in the file the BOP posts, so we have no BOP driving directions for Schuylkill.

Street address for your GPS: Interstate 81 & 901 W, Minersville, Pa 17954. [2]

WHAT TO WEAR TO A VISIT

The BOP beats to its own drum. The front desk has the final say. Keep a spare outfit in the car.

FCI SCHUYLKILL

Rules dated **September 30, 2024** (2 years old)

Official rules (PDF) (bop.gov/locations/institutions/sch/sch_visit.pdf) En español (PDF) (bop.gov/locations/institutions/sch/sch_visit_sp.pdf)

2 years old. Ask your loved one to check the copy posted in the unit before you drive.

Skirts and dresses	No dress/skirt exposing the knee or above when seated.
Shorts	No shorts except children under 16.
Colors to avoid	No khaki clothing (FCI only).
Leggings, spandex	No excessively tight-fitting pants.
Bras and metal	Not in the written rules. Some prisons ban underwire bras anyway, and the penalty can be more than being sent home. Wear a sports bra or a bra with no wire.
Camouflage, military	Not in the written rules. Many prisons ban both; leave them home.
Shoes	No footwear exposing toes or heels. No flip-flops, sandals or Crocs.
Children	Children under 16 may wear shorts.

ALL 14 RULES, IN THE BOP'S OWN WORDS

LENGTH AND FIT

- No dress/skirt exposing the knee or above when seated.
  BOP wording: "any dress or skirt that exposes the knee or above while in a seated position,"
- No shorts except children under 16.
  BOP wording: "Only children under 16 years old are permitted to wear shorts."
- No sleeveless blouses, shirts or tank tops.
  BOP wording: "sleeveless blouses or shirts, tank tops,"
- No see-through blouses.
  BOP wording: "watches, see- through blouses, sleeveless blouses or shirts,"
- No excessively tight-fitting pants.
  BOP wording: "excessively tight fitting pants,"

COLORS AND UNIFORMS

- No khaki clothing (FCI only).
  BOP wording: "Khaki color clothing (FCI Only),"

BRAS, UNDERWEAR AND METAL

- No watches.

BOP wording: "except religious, watches, see- through blouses,"

SHOES

- No footwear exposing toes or heels.
  BOP wording: "footwear exposing the toes or heals, i.e. Flip Flops, Sandals, Crocks etc.,"
- No flip-flops, sandals or Crocs.
  BOP wording: "i.e. Flip Flops, Sandals, Crocks etc.,"

HATS, HOODS AND COATS

- No hats, including baseball caps.
  BOP wording: "hats (including baseball) except religious,"
- Religious hats are allowed.
  BOP wording: "hats (including baseball) except religious,"

CHILDREN

- Children under 16 may wear shorts.
  BOP wording: "Only children under 16 years old are permitted to wear shorts."

EVERYTHING ELSE

- No sunglasses except prescription.
  BOP wording: "sunglasses (except prescription),"

IF THEY SAY NO

- Lobby Officer uses discretion; IDO or Lieutenant decides questions.
  BOP wording: "Normally, the Lobby Officer will use his/her own discretion."

MAIL AND THE MAILING ADDRESS

Use their committed name exactly as the BOP Inmate Locator shows it. The name and number below are examples (JOHN ANTHONY SMITH-JONES, 12345-678).

JOHN ANTHONY SMITH-JONES
Reg. No. 12345-678
FCI Schuylkill
P.O. Box 759
Minersville, Pa 17954

The BOP lists the inmate mail address for the FCI as **P.O. Box 759, Minersville, PA 17954**, and for the camp as **P.O. Box 670, Minersville, PA 17954**. Put their register number and housing unit on the envelope; the handbook says that helps get it to them fast. [2]

Use the P.O. Box only. Never mail to the street address (Interstate 81 & 901 W, Minersville, Pa 17954).

WHITE ONLY	Envelopes and paper must be **white**. Mail that is not white, or has glitter, stickers, lipstick, stains or oil on it, is refused at the post office by the mailroom. [2]
MAIL IS COPIED	Currently **all mail is photocopied** and the copy goes to them. That includes letters and photographs. [2]
MAIL DAYS	First class mail is handed out Monday through Friday (not holidays) by the evening officer in each unit. There is usually no weekend or holiday mail. [2]
PACKAGES	Every package needs approval first unless BOP policy allows it. [2]
OUTGOING MAIL	This is a medium-security prison, so outgoing general mail may **not be sealed**, and staff may read it. (Camp inmates are in a minimum-security camp, where sealing may be allowed; ask them.) Every outgoing letter needs a TRULINCS label with your address. [2]
MONEY	Never put money in a letter. It goes to the BOP lockbox in Des Moines (see the Money tab). [2]

Books and magazines: at a medium security prison, books and magazines must come straight from a publisher, book club or bookstore (Amazon, for example), never from home.

Sources

1. SCH 5267.09D, Visiting Regulations, FCI and Satellite Camp (September 30, 2024) bop.gov/locations/institutions/sch/sch_visit.pdf
2. FCI Schuylkill Admission and Orientation Handbook (updated July 2023) bop.gov/locations/institutions/sch/sch_ao-handbook.pdf