

Educational Level Category L 515

BACKGROUND: Terms in the Educational Level category refer to the educational level of the group members (e.g., high school students; college graduates). Groups of students that are based on disciplines or types of schooling (e.g., history students; medical students; homeschooled students; Catholic school students) do not refer to educational levels and are established in the Social category.

In MARC authority records the Educational Level category is represented by the three-letter code **edu**. This instruction sheet provides specific guidelines on assigning terms from the Educational Level category to bibliographic records and to authority records for works, as well as guidelines on establishing new terms in the category. For examples of MARC 21 records to which demographic group terms have been assigned, see L 410-412. For examples of MARC 21 authority records for LC demographic group terms, see L 405.

1. Assigning terms in bibliographic records and in authority records for works.

a. General rule. Assign terms in accordance with L 480 and L 485 and the special provisions below.

b. Post-coordinating with terms from the Age category. Assign one or more terms from the Educational Level category when the intended audience of a resource, or a resource's creator/contributor, is at a particular educational level. Because users looking for resources by or for people under the age of 18 may search by either age group or educational level, optionally assign a term from the Age category if the appropriate term is immediately apparent. *Example:*

Title: Inside the cell.

Audience: High school and college students

Terms: High school students
College students
Teenagers
Young adults

[Teenagers and Young adults optionally assigned to provide access by age group]

c. Educational levels within an educational system. Assign a term relevant to the American educational system when describing creators/contributors or intended audiences who are American.

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1. Assigning terms in bibliographic records and in authority records for works.

c. Educational levels within an educational system. (Continued)

Also assign a term relevant to the American educational system if a foreign system is similar enough that the American term is applicable and a term specific to the foreign system does not exist in LCDGT.

In cases where the foreign educational level does not have a clear correspondence to an educational level in the American system, or in case of doubt, assign a term specific to the foreign system, proposing it if necessary. *Example:*

The sixth form is an educational level in England that does not have an equivalent in the United States. **Sixth form students** was therefore proposed for LCDGT.

For guidelines on proposing terms based on foreign educational systems, see sec. 2 below.

2. Proposing terms.

a. General rule. Establish terms according to the guidelines in L L435-476 and the special provisions below.

b. Form of authorized term. Establish terms in English. Terms in foreign systems may be established in the vernacular of the country if (1) no English term for the educational level exists and the concept is normally expressed in foreign terms even in English-language works and reference sources, or (2) after doing proper authority research, no citation can be found in any English-language resource, and the concept appears to be unique to the language of the resource being cataloged.

c. References.

(1) Used For references. If the term includes the word *students* as the final element, provide an inverted UF in which *students* is the first element. *Example:*

College students
UF Students, College

2. Proposing terms.

c. References. (Continued)

(2) Broader terms. Make BTs for specific levels of schooling only when the level is intrinsically part of a larger grouping. *Example:*

Elementary schools in the United States sometimes include kindergarten or first grade through eighth grade; other times, they may consist only of kindergarten through fifth or sixth grade. Individual educational levels through the eighth grade are therefore not intrinsically tied to a particular level and do not have a BT for elementary school students. On the other hand, high schools almost always consist of grades nine through twelve. Due to the high level of consistency, the terms **High school juniors**, etc., have the BT **High school students**.