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Subject Outlines/Codes: Education

A Mandatory Reference for ADS Chapter 502

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EDUCATION

Instructions: This category is designed for all material regarding education in cooperating countries; Agency programs in the development and administration of educational institutions, systems, and methods; material on technical aspects of education; and Agency policy, procedures, and methods of implementing programs in this field.

Subject Files	File Classification	Description of Records
Education	General	Correspondence, reports, and evaluative and planning material regarding educational technical aid aspects of the Foreign Aid Program, including program purpose and concept, and decisions or conditions affecting the course of its conduct; and planning and development of educational programs in cooperating countries.
Adult	EDU 1	Correspondence, reports, and evaluative and planning material regarding literacy tests, eligibility criteria for assistance to schools and elements of school budgets.
Education Institutes	EDU 2	Case file documentation of U.S. support of individual American-sponsored schools.
Curriculum Development	EDU 3	Correspondence, reports, and evaluative and planning material regarding curriculum development and samples of teaching materials designed for schools at various levels.
Elementary	EDU 4	Correspondence, reports, and evaluative and planning material regarding planning, development, and conduct of elementary education programs.
Fellowships	EDU 5	Correspondence, reports, and evaluative and planning material regarding the availability of fellowships and scholarships in schools in cooperating countries.
Higher Education	EDU 6	Correspondence, reports, and evaluative and planning material regarding development and conduct of programs at college and university level.
Library Operation	EDU 7	Correspondence, reports, and evaluative and planning material regarding library operation in cooperating countries.
Professional Education	EDU 8	Correspondence, reports, and evaluative and planning material regarding development and conduct of educational programs at the professional level. Case file by type of profession if volume warrants.

Subject Files	File Classification	Description of Records
School Facilities	EDU 9	Correspondence, reports, and evaluative and planning material regarding existing schools, need for additional school facilities, school administration, and school construction in cooperating countries.
Secondary	EDU 10	Correspondence, reports, and evaluative and planning material regarding development and conduct of programs to improve secondary education in cooperating countries.
Teaching Methods and Media	EDU 11	Correspondence, reports, and evaluative and planning material regarding teaching methods and media not included in project files. Includes audiovisual aids, radio and television, lecture material, textbooks, and other teaching media.
Vocational Training	EDU 12	Correspondence, reports, and evaluative and planning material regarding development and conduct of programs to improve vocational education in cooperating countries.
English Language	EDU 13	Correspondence, reports, and evaluative and planning material regarding development and conduct of programs for teaching English as a second language.

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