**TERMINOLOGY**

**BIOLOGICAL
/ANATOMICAL SEX:**  The physical structure of one’s reproductive organs that is used to assign sex at birth. Biological sex is determined by chromosomes (XX for females; XY for males); hormones (estrogen/progesterone for females, testosterone for males); and internal and external genitalia (vulva, clitoris, vagina for assigned females, penis and testicles for assigned males). Given the potential variation in all of these, biological sex must be seen as a spectrum or range of possibilities rather than a binary set of two options.

**GENDER IDENTITY:**  Refers to a person’s internal sense of being male, female, both, or neither; how individuals perceive themselves and what they call themselves. One’s gender identity can be the same or different than the sex assigned at birth.

**GENDER EXPRESSION:**  Refers to the ways in which we each manifest masculinity or femininity. It is usually an extension of our “gender identity,” our innate sense of being male or female. Each of us expresses a particular gender every day – by the way we style our hair, select our clothing, or even the way we stand.

**TRANSgend**

**TRANSGENDER:**  Sometimes used as an umbrella to describe anyone whose identity or behavior falls outside of stereotypical gender norms. More narrowly defined, it refers to an individual whose gender identity does not match their assigned birth gender. Being transgender does not imply any specific sexual orientation (attraction to people of a specific gender.) Therefore, transgender people may additionally identify with a variety of other sexual identities as well.

**Problematic: "transgenders," "a transgender"
Preferred: transgender people, a transgender person**

**Transgender should be used as an adjective, not as a noun. Do not say, "Tony is a transgender," or "The parade included many transgenders." Instead say, "Tony is a transgender man," or "The parade included many transgender people."

**Problematic: "transgendered"
Preferred: transgender**

The adjective transgender should never have an extraneous "-ed" tacked onto the end. An "-ed" suffix adds unnecessary length to the word and can cause tense confusion and grammatical errors. It also brings transgender into alignment with lesbian, gay, and bisexual. You would not say that Elton John is "gayed" or Ellen DeGeneres is "lesbianed," therefore you would not say Chaz Bono is "transgendered."

**TRANS or TRANS*: A term increasingly being used within the transgender community as short-hand for transgender identity.**
**TRANSGENDER MAN:** People who were assigned female at birth but identify and live as a man may use this term to describe themselves. They may shorten it to trans man. (Note: *trans man*, not "transman.") Some may also use FTM, an abbreviation for female-to-male. Some may prefer to simply be called *men*, without any modifier. It is best to ask which term an individual prefers.

**TRANSGENDER WOMAN:**

People who were assigned male at birth but identify and live as a woman may use this term to describe themselves. They may shorten to trans woman. (Note: *trans woman*, not "transwoman.") Some may also use MTF, an abbreviation for male-to-female. Some may prefer to simply be called *women*, without any modifier. It is best to ask which term an individual prefers.

**INTERSEXED:**

This is a general term used for a variety of conditions in which a person is born with a reproductive or sexual anatomy that doesn't seem to fit the typical definitions of female or male. This can include, but is not limited to, chromosomes (XXY, XYY, XYXY, XY, XX), genitalia, gonads (ovaries, testes), hormones, etc. May identify as man/male, woman/female, either/both, both/and, neither/nor.

**TRANSITION:** Altering one's assigned birth sex is not a one-step procedure; it is a complex process that occurs over a period of time. Transition includes some or all of the following personal, medical, and legal steps: telling one's family, friends, and co-workers; using a different name and new pronouns; dressing differently; changing one's name and/or sex on legal documents; hormone therapy; and possibly (though not always) one or more types of surgery. The exact steps involved in transition vary from person to person. *Avoid the phrase "sex change."

**SEXUAL ORIENTATION:** Refers to being romantically or sexually attracted to people of a specific gender. Our sexual orientation and our gender identity are separate, distinct parts of our overall identity.

**STANDARDS OF CARE:** The World Professional Association for Transgender Health's Standards of Care articulate worldwide professional consensus about the psychiatric, psychological, medical, and surgical management of transgender people.

**SRS or GRS:** Sex Reassignment Surgery or Gender Reassignment Surgery. Refers to a myriad of surgeries which can be performed for transsexuals. It is not just a single surgery performed and each person can choose to have any number of surgeries to make their bodies congruent for them – or to have no surgeries at all.
TIPS

Always use a transgender person's chosen name.

Many transgender people are able to obtain a legal name change from a court. However, some transgender people cannot afford a legal name change or are not yet old enough to change their name legally. They should be afforded the same respect for their chosen name as anyone else who lives by a name other than their birth name (e.g., celebrities).

Whenever possible, ask transgender people which pronoun they would like you to use.

A person who identifies as a certain gender, whether or not that person has taken hormones or had some form of surgery, should be referred to using the pronouns appropriate for that gender.

If it is not possible to ask a transgender person which pronoun is to be used, use the pronoun that is consistent with the person's appearance and gender expression.

For example, if a person wears a dress and uses the name Susan, feminine pronouns are usually appropriate.

It is never appropriate to put quotation marks around either a transgender person's chosen name or the pronoun that reflects that person's gender identity.