

ESL STUDENT HANDBOOK

 THE UNIVERSITY OF TENNESSEE
CHATTANOOGA
ESL Institute

English as a Second Language Institute

www.utc.edu/esl
esl@utc.edu
423-425-4346

Lupton Hall 117
700 Vine Street
Dept. 1751
Chattanooga, Tennessee
37403 USA

CONTENTS

OUR MISSION

2

OVERVIEW

3

ASSESSMENT

4

ATTENDANCE

6

EXPERIENTIAL LEARNING

7

HOW TO ACCESS UTC LEARN

8

HOW TO ACCESS YOUR UTC EMAIL

9

HOW TO ADD/DROP A COURSE

10

HOW TO MAKE AN ONLINE PAYMENT

12

USEFUL INFORMATION

14

HEALTH INFORMATION

16

RESOURCES

17

ACADEMICS

18

CONTACT INFO

19

OUR MISSION The mission of the ESL Institute is to serve international students by developing their English proficiency and by assisting them in their transition to American culture. Within a supportive environment, the ESL Institute respects and promotes the individual needs and goals of each student, whether their goals include learning English for personal, business, or academic reasons.



OVERVIEW

CLASS SCHEDULE

Our schedule is Monday through Thursday from 9 a.m. to 3 p.m. We do not have class on Friday. Please schedule personal appointments between Friday and Sunday. Six levels of proficiency are available. You will take a placement test at the beginning of the semester to determine your level. You will receive a detailed class schedule at orientation.

LANGUAGE OF INSTRUCTION

UTC faculty and staff will speak English to you. To maximize your English learning opportunities, please communicate only in English during class, on campus, and on field trips.

COURSE REQUIREMENTS

You are here to learn English. Your instructors have been trained to provide you with tools to facilitate your learning. You are expected to attend class regularly, complete all coursework, and utilize your academic resources while studying at UTC.

HOMEWORK

You are required to complete all your assignments. Failure to turn in your assigned work can result in dismissal from the program. If you miss class because you are ill, it is your responsibility to contact your instructor to make up any assignments you have missed.

TESTS

You will take a placement test, progress tests, and a Duolingo English Test. See the “Assessment” section for details.

ADVISING APPOINTMENTS

If you would like to make an advising appointment, please email ESL@utc.edu or schedule your appointment through MyMocsNet (click on the “Academics tab”).

MORNING CLASSES

9 a.m. to 12 p.m.
Reading and Writing Skills

AFTERNOON CLASSES

1 to 3 p.m.
Listening and Speaking Skills



ASSESSMENT

PLACEMENT TEST

Before the term begins, you will be given a placement test to determine your level of study.

PLACEMENT TEST APPEAL PROCESS

You can launch an appeal if you feel that you have been placed incorrectly and wish to be considered for a different level. See the UTC ESL Institute website for instructions.

[Visit the website](#) 

CONTINUOUS ASSESSMENT

Although ESL courses are not for credit, you will receive grades in all your classes. Grades may be given for homework assignments, essays, tests, quizzes, presentations, and other coursework assigned by your instructor.

PROGRESS TESTS

You may be given a progress test at any time chosen by your instructor.

DUOLINGO ENGLISH TEST

At the end of your course, you will take the online Duolingo English Test. This test measures your Literacy, Comprehension, Conversation, and Production Skills. This exam is an excellent tool to measure the progress you have made throughout your course. It may also be used for undergraduate and graduate admissions at the University of Tennessee at Chattanooga.

HOW TO APPEAL A GRADE

If you feel you have been graded unfairly, your grade may be appealed. See the UTC ESL Institute page for instructions:

[Visit the website](#) 



CERTIFICATE OF ACHIEVEMENT

To receive a Certificate of Achievement at the end of your course, you must fulfill attendance requirements, complete all assignments, and earn a satisfactory score on the end-of-semester Duolingo English Test.

PROBATION AND SUSPENSION

If you fail your course, you will be placed on academic probation (Probation I) for the following term. Advisement sessions will be scheduled. If you fail again, you will be placed on probation again (Probation II). If you fail your course a third time, you will be suspended for a period of one semester. You may be eligible to reapply after the suspension is over.

PROGRESSION FROM LEVEL TO LEVEL

In order to advance in level upon completion of the term, students are required to

1. Take the Duolingo English Test.
2. Pass all sections of their course.

Grades A, B, C, and D constitute a pass. Grade F constitutes a fail. If a student fails to meet all academic and attendance requirements of the course, they will not advance and will be required to repeat their current level. If a student is unable to complete the Duolingo English Test and presents a medical note to excuse their absence, a decision will be made regarding whether they should advance based solely on their final grades for each course section.



YOUR LEVEL AT UTC	DESCRIPTION	COMMON EUROPEAN FRAMEWORK (CEF) LEVEL	OXFORD ONLINE PLACEMENT TEST	TARGET TOEFL IBT SCORES	TARGET DUOLINGO ENGLISH TEST SCORES
Level 1	Beginner	Pre-A1	0	0-18	10-60
Level 2	Elementary	A1	1-20	19-29	60-65
Level 3	Pre-intermediate	A2	20-40	30-40	70-75
Level 4	Intermediate	B1	40-60	41-57	80-90
Level 5	Upper-intermediate	B2	60-80	58-74	95-105
Level 6	Advanced	C1	80-100	75-90	110-120
REQUIRED SCORES FOR UTC ADMISSION:				TOEFL IBT	DET
Undergraduate programs				61	85
Graduate programs				79	100

ATTENDANCE

1. Attendance is required for completion of the course. Absences are allowed in the case of a documented medical or family emergency.
2. It is the student's responsibility to document their absence so that it can be reviewed on a case-by-case basis. It is the student's responsibility to notify their instructor of an absence and to request information on missed assignments and classwork.
3. The student is still responsible for assignments, tests, and exams that occur during their absence.
4. **If a student is absent three times and each of these absences is unexcused, a written warning of attendance will be issued. Any further absences may be reason for immediate dismissal from the program.**
5. Students must come to class on time. Students will be considered absent if they are more than 15 minutes late.
6. Being tardy three times will result in an unexcused absence. Students are not allowed to leave early.
7. Students who fail to comply with the attendance policy are subject to being dismissed from the program. **The decision to dismiss a student is made on a case-by-case basis and can be appealed within 5 days of the dismissal date.**
8. Dismissal from the program will result in the cancelation of the student's I-20 and the termination of their immigration status.

ATTENDANCE FOR NON-F1 STUDENTS

While students with non-F1 visas and other residency situations are not dependent on the ESL Institute for maintaining a visa, poor attendance may negatively affect how much these students are learning and may ultimately lead to low grades. If you have poor attendance, you may be required to repeat a level if you want to continue studying English at the ESL Institute.

For more details, visit utc.edu/esl

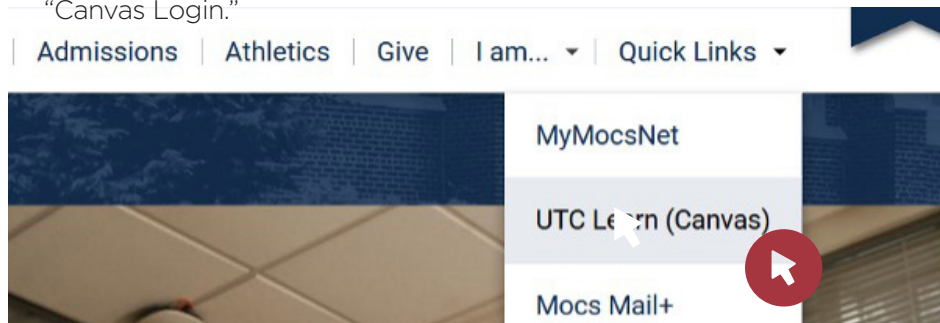




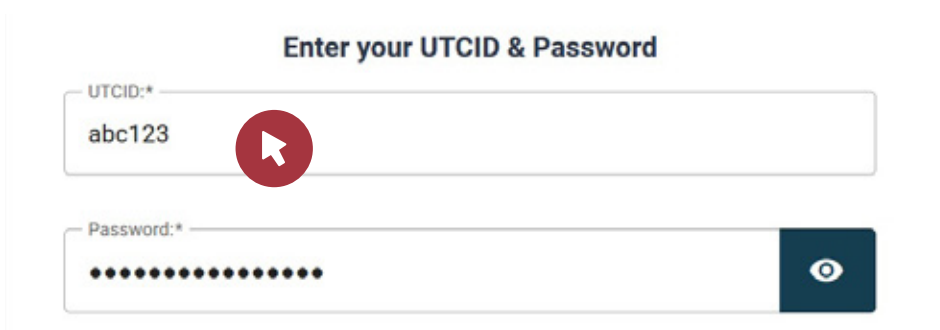
EXPERIENTIAL LEARNING By interacting with native speakers of English, you will not only be working on your language skills, but also learning more about American values, beliefs and customs. That is why participation in Experiential Learning is an integral part of the Functional English and Comparative Cultural classes. After-class activities and field trips help you learn more about American culture and establish bonds with other students and community members. Your instructors will refer you to the calendar of events, suggest activities, and monitor your Experiential Learning forms on a weekly basis.

HOW TO ACCESS UTC LEARN

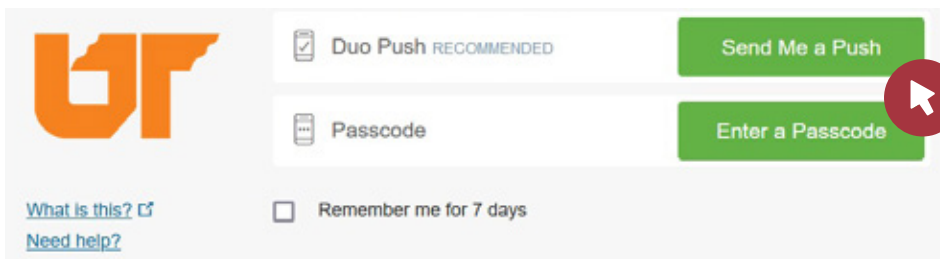
1. On the UTC website (utc.edu), click on “UTC Learn” in the Quick Links drop-down menu in the top right corner. On the next page, click on “Canvas Login.”



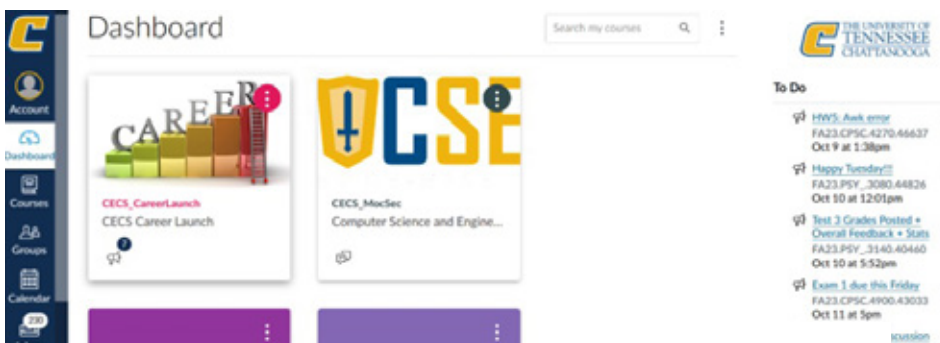
2. Then enter your UTCID and password and click “Login.”



3. Click on “Send Me a Push” or “Enter a Passcode” for your Duo Mobile app.



4. You should now see your UTC Learn page, similar to what is shown in the example below.



UTC LEARN

UTC Learn is the classroom learning management system for UTC. Your instructors will use it to share materials with you, set and collect assignments, make announcements, compile word lists, and more.

WHAT'S MY PASSWORD?

Please visit utc.edu/pw to set up your password.

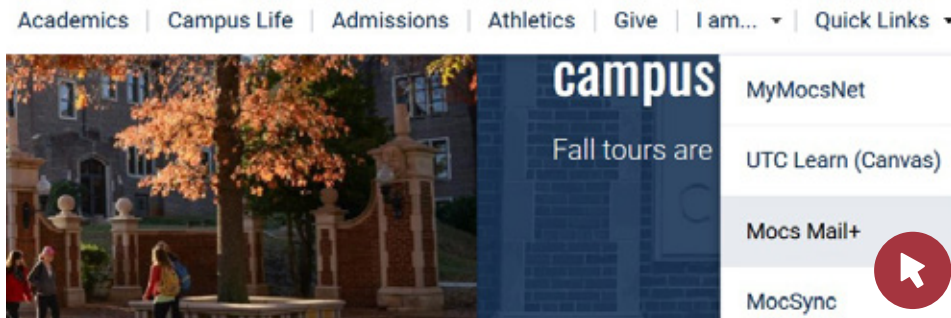
HOW DO I CHANGE MY PASSWORD?

1. Open your preferred web browser to utc.edu/pw.
2. Scroll down to “Student and Employee Account Management”.
3. Select “change it here” next to “Change Your Password.”
4. Remember that your password must:
 - include 1 uppercase letter
 - include 1 lowercase letter
 - include 1 number
 - be at least 8 characters



HOW TO ACCESS YOUR UTC EMAIL

1. On the UTC website (utc.edu), click on “Mocs Mail+” in the Tools drop-down menu in the top right corner.



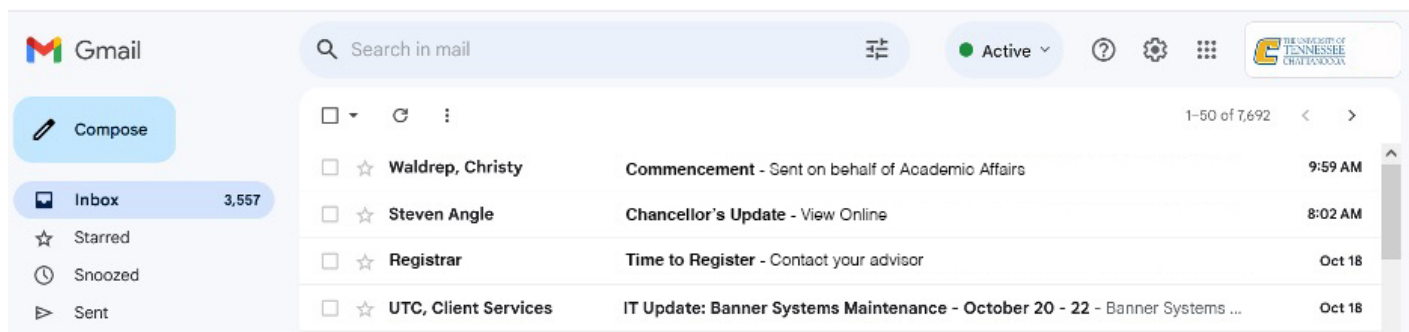
2. Then enter your UTCID and password and click “Login.”

A screenshot of the login form titled 'Enter your UTCID & Password'. It contains two input fields: 'UTCID:*' with the text 'abc123' and a red circle with a mouse cursor pointing to the field; and 'Password:*' with a series of dots and a toggle eye icon to the right.

3. Click on “Send Me a Push” or “Enter a Passcode” for your Duo Mobile app.

A screenshot of the Duo authentication screen. It features the UTC logo on the left. The main heading is 'Choose an authentication method'. There are two options: 'Duo Push RECOMMENDED' with a 'Send Me a Push' button (highlighted with a red circle and mouse cursor) and 'Passcode' with an 'Enter a Passcode' button. At the bottom, there is a checkbox for 'Remember me for 7 days' and links for 'What is this?' and 'Need help?'.

4. Once you get into your email, your screen should look something like this.



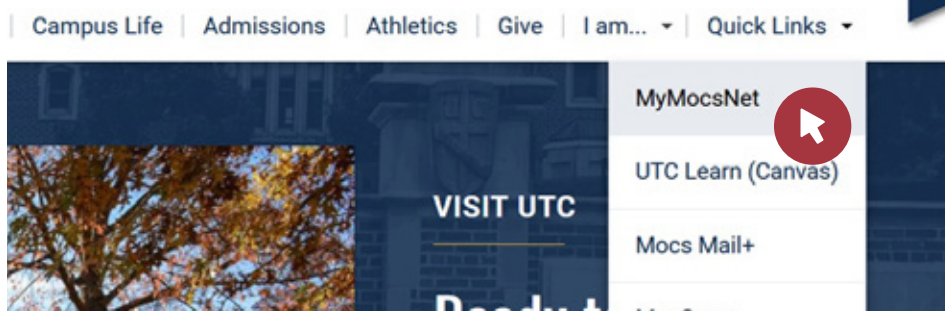
COMMUNICATING WITH YOUR INSTRUCTOR

Your instructor will only communicate with you personally using UTC email addresses. If you need to communicate with your instructor, you should be sure to send an email from your UTC email address to your instructor's UTC email address.

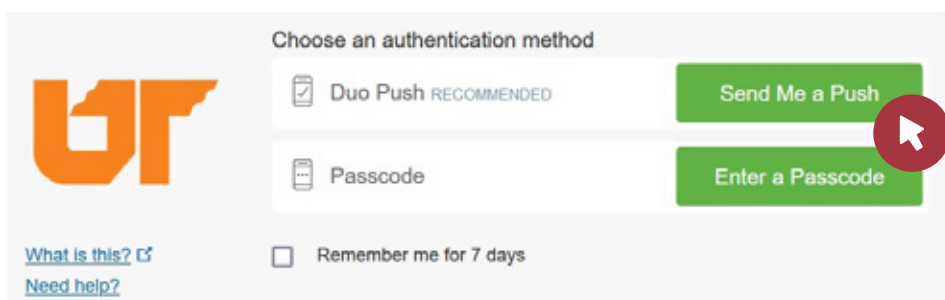


HOW TO ADD/DROP A COURSE

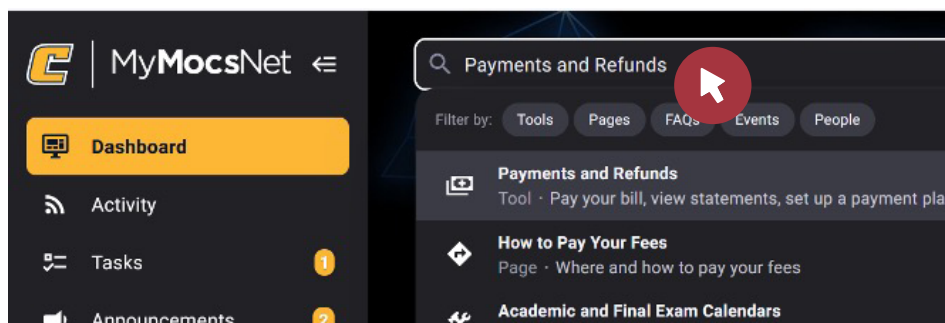
1. On the UTC website (utc.edu), click on “MyMocsNet” in the Tools drop-down menu in the top right corner. Then enter your UTCID and password when prompted.



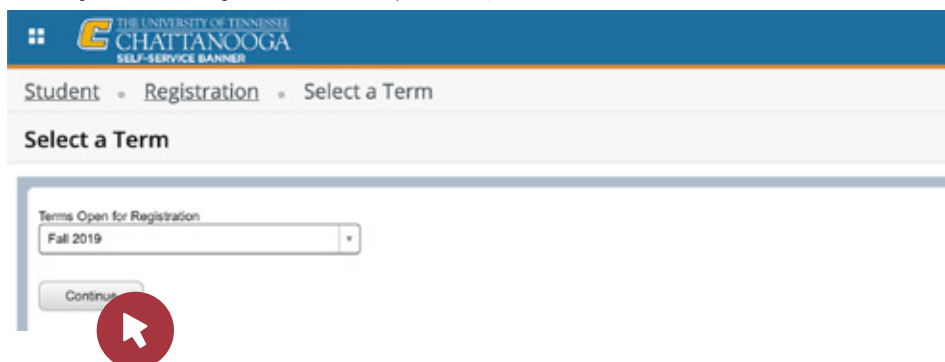
2. Click on “Send Me a Push” or “Enter a Passcode” for your Duo Mobile app.



3. In the search bar at the top, type “Payments and Refunds”. Click on the Payments and Refunds tool.



4. Select your semester and click “Submit”. (You may be asked a question about your ethnicity. Answer this question.)



REGISTERING FOR AND DROPPING CLASSES

There are 7 calendar days to drop a class with no charge during the 16-week session, and there are 4 calendar days to drop a class with no charge during the 8-week session. You can withdraw from your course after that day, but you will no longer receive a 100% refund of your tuition and fees. The last day for official withdraw is published on the UTC academic calendar.

[View the calendar](#)



5. Click on “Enter CRNs” tab and type in your 5-digit CRN (course number) you received from the ESL Institute. Click the “Add to Summary” button when you are finished.

Register for Classes

Find Classes | **Enter CRNs** | Plans | Schedule and Options

Enter Course Reference Numbers (CRNs) to Register

Term: Fall 2019

CRN:

CRN:

+ Add Another CRN | **Add to Summary**

6. Don't forget to click “Submit” when you are finished adding your courses.

Course Title	CRN	Units	Section	Section Type	Status	Action
Introduction to Contempor...	ART 1000, 0	3	41084	Lecture	Registered	Web Registered*

Total Hours | Registered: 15 | Billing: 15 | CEU: 0 | Min: 0 | Max: 20

Conditional Add and Drop | **Submit**

HOW TO DROP COURSES:

1. Your Current Schedule will be displayed. Identify your course number (CRNs) that you would like to drop.

Course Title	CRN	Units	Section	Section Type	Status	Action
Introduction to Contempor...	ART 1000, 0	3	41084	Lecture	Registered	Web Drop/Delete (N...)

Total Hours | Registered: 15 | Billing: 15 | CEU: 0 | Min: 0 | Max: 20

Conditional Add and Drop | **Submit**

2. Next to the appropriate CRN (for example, 40152), select “Web Drop” from the Action drop-down box. Click the “Submit Changes” button at the bottom of the screen.

Course Title	CRN	Units	Section	Section Type	Status	Action
Introduction to Contempor...	ART 1000, 0	3	41084	Lecture	Registered	Web Drop/Delete (N...)

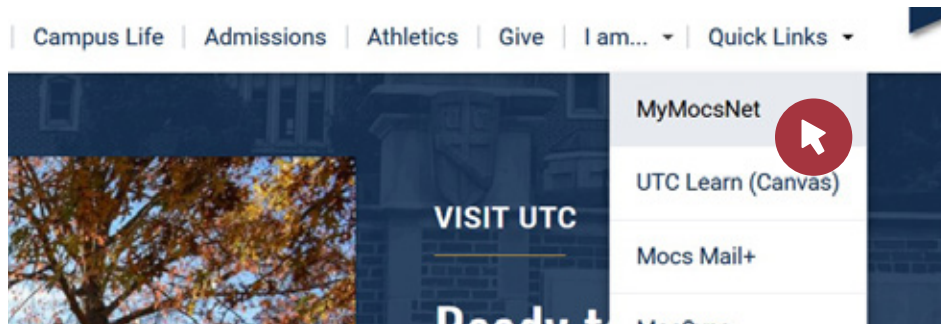
Total Hours | Registered: 15 | Billing: 15 | CEU: 0 | Min: 0 | Max: 20

Conditional Add and Drop | **Submit**

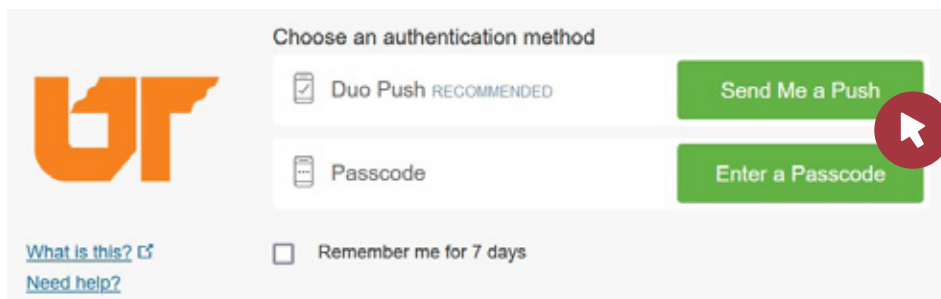


HOW TO MAKE AN ONLINE PAYMENT

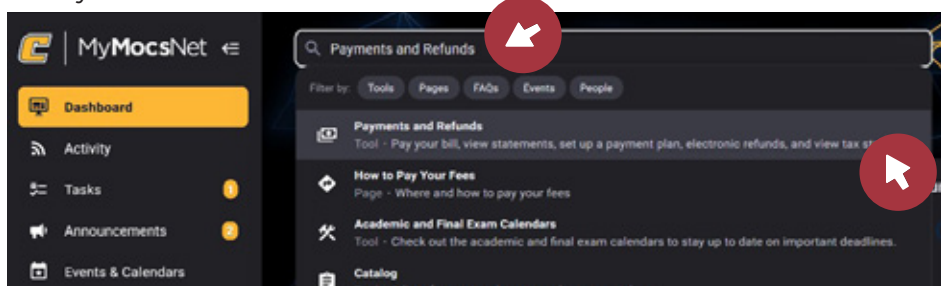
1. On the UTC website (utc.edu), click on “MyMocsNet” in the Tools drop-down menu in the top right corner. Then enter your UTCID and password when prompted.



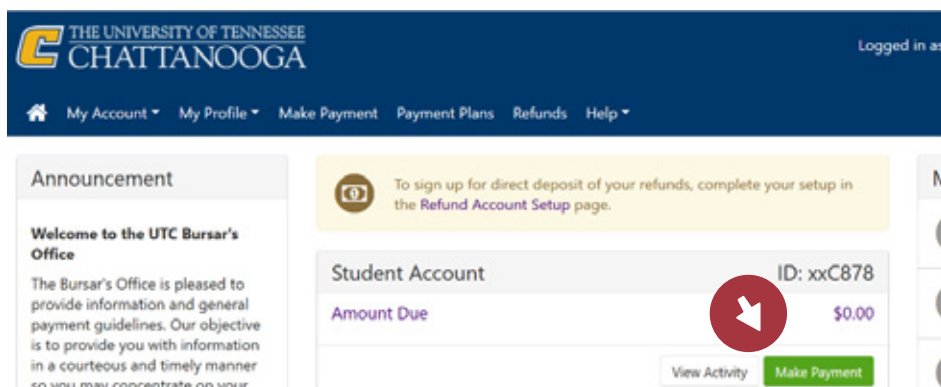
2. Click on “Send Me a Push” or “Enter a Passcode” for your Duo Mobile app.



3. In the search bar at the top, type “Payments and Refunds”. Click on the Payments and Refunds tool.



4. Then, click the green button that says “Make Payment.” This will take you through a few steps so you may complete your payment.



HOW TO PAY

Tuition is to be paid upon class registration. Insurance, housing, and meal plan fees are due at that time (if applicable).

A. Credit and debit card

payments: You can pay online using your UTC Mocs account (Click on the Money tab, then in the Manage My Account select Go to My Account and make a payment). UTC accepts the following cards: MasterCard, VISA, American Express and Discover. There is a convenience fee of 2.75% for all credit card payments. You can also pay through Flywire: flywire.com/pay/utc. When transferring money from your account, your bank may charge a sending fee for its service.

B. Electronic check payments:

If you have an American bank account, you can pay online using your UTC Mocs account (Click on the “Money” tab, then select “Go to My Account” in the “Manage My Account” section). You will have to enter your account number and routing number. No extra fees apply.

C. Cash or check payments:

You may pay in the Bursar’s Office (room 274 of the University Center) with cash or check only. No extra fees apply.

Late fees may apply if you do not pay required fees before your classes begin.

REFUNDS

If you withdraw from your classes, you may be refunded your tuition. You must withdraw within 7 days to receive your full tuition and there will be a refund fee. After 7 days, ESL tuition is nonrefundable.

STUDENTS WITH SCHOLARSHIPS

If your fees are to be billed to an employer, government agency, foreign embassy, sponsor, etc., you should bring the necessary paperwork (e.g. financial guarantee letter) to the Bursar's Office or email it to the ESL Institute. You are responsible for any amount not collected from your sponsor. Please note that there is a \$5.00 billing fee. If the fee is not paid by the third party, the student is responsible for the fee.

ESL PROGRAM FEES

To see what your fees will be and what is included in your fees, visit the ESL website.

Visit the ESL website 

USEFUL INFORMATION

UTCID

Your UTCID is a universal username which enables you to access many services such as email, server storage, library databases, wireless internet, computer lab logins, and online class registration. Your UTCID is printed on your Mocs Card.

[Visit their website](#) 

PARKING

Parking passes are available from the Parking Services window in the Bursar's Office, located in room 274 of the University Center.

[Visit their website](#) 

PERSONAL ITEMS

Please keep your personal items (purse, backpack, phone, computer) with you at all times. The ESL Institute is not responsible for lost or stolen items.

IMPORTANT FORMS

For important forms such as Immigration Check-in, Change of Address and others, visit the link below.

[Visit our website](#) 



HOUSING

There are a variety of dorm options available on campus.

[Visit their website](#) 

We recommend that international students apply to become part of the Go Global Living and Learning Community housed at Stophel Apartments.

[Visit our website](#) 

MEALS

A variety of meal plans are available. All students living on campus are required to have a meal plan. For information about available meal plans and reload options, visit the link below.

[Visit their website](#) 

PROGRAM ADMINISTRATION

Our staff is here to support and advocate for you during your time at UTC. If you need assistance or encounter any problems, please contact our office first so that we may find solutions. Our student advisors can answer any immigration and visa questions you have during your period of study at UTC.



CHILDREN

We love children at the ESL Institute, but they are not allowed in class for any reason. However, if your child is ill, or if you have any other child-related issues which may cause you to miss class, please contact the ESL Institute.

DRESS CODE

The UTC ESL Institute does not have a formal dress code. However, we expect that students will dress modestly and appropriately for study.

SOCIAL MEDIA & THE INTERNET

You may keep up with ESL activities, classes, events, and other news by following “ESL Institute at UTC” on Facebook. If you do not want your photo posted, please inform the ESL Institute (see contact details on page 19).



PHOTO RELEASE INFORMATION

While you are participating in ESL classes and activities or other events on campus, it is possible that your photo may be taken for promotional purposes. If you would prefer not to appear in these photos, you may move to a different area out of the view of the camera or turn away from the camera.

PRINTING AT UTC

You can scan your Mocs card at any printer or copier to print. If you use all of your money, you can add more on their website.

On their website 

You can print from a computer on campus or email your document as an attachment to MocsPrintBW@utc.edu for black & white and MocsPrintColor@utc.edu for color print jobs if you want to print from your personal device. You will then have access to your document from any printer or copier on campus.

Visit their website 



The background of the page features a photograph of a park-like setting. On the left, a tree trunk is visible, and the upper portion is filled with green and yellowing leaves. In the lower-left corner, the front wheel and handlebars of a bicycle are partially visible. A large white curved shape on the right side of the page contains the text.

HEALTH INFORMATION

HEALTH INSURANCE AND IMMUNIZATIONS

All international students are automatically enrolled in a student health plan on a hard waiver basis. Students who live on campus are required to submit proof of immunization prior to their arrival at UTC.

DOCTOR VISITS

If you paid for United Health Care insurance as an international student, for the best benefits, schedule an appointment with a provider in the United Health Care network. To find in-network providers, log in to your account and click on “Locate a Network Provider,” or call 1-800-767-0700 (for assistance in another language, ask for the language assistance line).

Be sure to bring a copy of your ID card to your appointment. There is an in-network office visit copay. Payment will be collected by your doctor’s office and is typically due on the day of your office visit. Your doctor’s office will file a claim with insurance, and once the claim has been processed, your doctor’s office will bill you if you have a balance due.

HEALTH SERVICES

The Student Health Services Center is located in room 205 of the Maclellan Gymnasium. The entrance is at Douglas and Fifth streets, directly across from the rear of the University Center. Signs in the area will point you in the right direction. You may make an appointment by calling (423) 425-2266 Monday through Friday, but patients may also be seen without appointments for urgent issues.

INSURANCE ID CARDS

Once you are enrolled in health insurance, you will receive an insurance card. You will need this card to go to the doctor or fill prescriptions. Visit uhcsr.com to create your online account. After logging in, you may print your card.

RESOURCES

DISABILITY RESOURCE CENTER

If you would like accommodations for a disability, please visit their website.

[Visit their website](#) 

LOST AND FOUND

The UTC lost and found is located at the Campus Police Office at 400 Palmetto Street.

[Visit their website](#) 

COUNSELING CENTER

UTC has counseling available at the UTC Counseling Center. During business hours, you may walk in or call 423-425-4438. After hours or on the weekend, call 423-425-4357 and ask for the counselor on call.

[Visit their website](#) 

OFFICE OF EQUAL OPPORTUNITY AND ACCESSIBILITY

To report hate crimes, bias, or discrimination, call the Office of Equal Opportunity and Accessibility at 423-425-5468.

[Visit their website](#) 

TITLE IX

To report sexual misconduct, relationship violence or stalking, contact the Title IX Coordinator at 423-425-4255 or TitleIX@utc.edu.

[Visit their website](#) 

MAIL SERVICES

To send a package, visit UTC Mail Services at 400 Palmetto Street. You should bring your UTC ID, the recipient's address, a list of the contents of the package in English, and enough cash to pay for your package (they do not accept credit cards).

[Visit their website](#) 

AQUATIC AND RECREATION CENTER (ARC)

The ARC is a state-of-the-art sports and wellness center. Indoor facilities include basketball courts, soccer fields, a rock climbing tower, a 1/8-mile indoor track, a weight training area, aerobics rooms, a five-lane swimming pool, and much more.

[Visit their website](#) 

UTC ALERT

The UTC ALERT system is designed to keep the wUTC community informed in the event of an emergency. The system is used only for emergency contact purposes.

[Sign up online](#) 

CAMPUS SHUTTLE

The Mocs Express is a free shuttle that can get you around campus and to perimeter parking. A valid UTCID gives you unlimited free access to the downtown, Hamilton Place, and Northgate sectors, as well as every CARTA route.

[Visit their website](#) 

[View the map online](#) 



ACADEMICS

SELF-STUDY

Make sure you come to class well prepared. In order to make progress and perform well on your tests, you will need to complete all your assignments and review the material regularly.

CONSEQUENCES OF CHEATING

The range of possible consequences of cheating or plagiarism include but are not limited to a failing grade on the assignment, a failing grade in the class, a required appearance before the Honor Court, and dismissal from the program.

[Visit the website](#) 

FIELD TRIPS

The Center for Global Education organizes field trips and other activities for international students. The ESL Institute will provide the dates and itineraries.

END-OF-TERM EVENT

At the end of each term, a special event is held for our students. At this event, you will receive your certificate of completion, TOEFL score, and academic transcript.

ACADEMIC CALENDAR

You can access the UTC academic calendar online.

[View the calendar](#) 

QUESTIONS AND CONCERNS

The ESL Institute at UTC is committed to providing a high-quality educational experience to all ESL students. Feel free to contact us at esl@utc.edu if you have any concerns or would like to file a complaint. Information related to UTC complaint and appeal procedures may be found online.

[Visit the website](#) 

REASONS FOR DISMISSAL

Failure to comply with program requirements may result in dismissal from the program. Dismissed students receive no tuition or fee refunds.



CONTACT INFO

THE ENGLISH AS A SECOND LANGUAGE (ESL) INSTITUTE



Yvonne Dunham Slobodenko
Program Coordinator
yvonne-slobodenko@utc.edu
Lupton Hall 117G
423-425-4346

OFFICE OF INTERNATIONAL STUDENT SERVICES



Kelsey Simoni
Senior Coordinator
Lupton Hall 117D
kelsey-simoni@utc.edu
423-425-5936



Eunice Davis
Undergraduate International Student Advisor
Lupton Hall 117A
eunice-davis@utc.edu
423-425-2110



Lora Cook
Graduate International Student Advisor
Lupton Hall 117B
lora-cook@utc.edu
423-425-4348



Jill Williams-Alger
International Credential Evaluator and Communication Specialist
Lupton Hall 117H
jill-williams-alger@utc.edu
423-425-5952

CENTER FOR GLOBAL EDUCATION



Takeo Suzuki
Executive Director
Race Hall 209
takeo-suzuki@utc.edu
423-425-4735



Michelle Baksh
Global Programs Specialist
Lupton Hall 117
michelle-baksh@utc.edu
423-425-4735

OFFICE OF STUDY ABROAD



Laura Livermore
Director and CGE Assistant Director
Lupton Hall 117F
laura-livermore@utc.edu
423-425-4741



Jamie Booth
Advisor
Lupton Hall 117C
jamie-k-booth@utc.edu
423-425-4731

EMERGENCY CAMPUS CONTACT INFORMATION



24 Hour Emergency Number:
UTC Campus Police
423-425-4357 (H-E-L-P)

SOCIAL MEDIA, WEBSITE, AND EMAIL



@eslchatt
utc.edu/esl
esl@utc.edu

@UTCglobal
utc.edu/global
goglobal@utc.edu



University of Tennessee at Chattanooga



ESL Office
Lupton Hall 117

- B1 1 West Campus Housing
- B1 2 McKenzie Arena
- C1 3 Aquatic & Recreation Center (ARC)
- A2 4 Johnson Obear Apartments
- A2 5 Metropolitan Building
- A2 6 Frist Hall
- B2 7 Boling Apartments
- B2 8 Davenport Hall
- B2 9 Military Science
- B2 10 Library
- C2 11 Maclellan Gymnasium
- C2 12 Derthick Lecture Hall
- C2 13 University Center
- C2 14 Brock Hall
- D2 15 Grote Hall
- D2 16 Holt Hall
- E2 17 Challenger STEM Learning Center
- E2 18 Administrative Services Building
- A3 19 540 McCallie
- A3 20 James R. Mapp Building
- B3 21 Fletcher Hall
- B3 22 Founders Hall
- C3 23 Race Hall
- C3 24 Hooper Hall
- C3 25 Bretske Hall
- C3 26 Hunter Hall
- C3 27 Lupton Hall
- C3 28 Pfeiffer Hall
- C3 29 Guerry Center
- C3 30 Stagmaier Hall
- C3 31 UC Foundation Apartments
- D3 32 Cadek Hall
- D3 33 Lockmiller Apartments
- D3 34 Engineering, Math, and Computer Science Building (EMCS)
- D3 35 Fine Arts Center
- A4 36 Guerry Apartments
- B4 37 Decosimo Apartments
- B4 38 Stacy Town Center
- B4 39 Stophel Hall Apartments
- C4 40 Walker Apartments
- C4 41 Multi-Disciplinary Research Building
- D4 42 801 McCallie Avenue

BARE INFINITIVE	SIMPLE PAST	PAST PARTICIPLE	BARE INFINITIVE	SIMPLE PAST	PAST PARTICIPLE
be	was/were	been	let	let	let
become	became	become	lie	lay	lain
begin	began	begun	lose	lost	lost
break	broke	broken	make	made	made
bring	brought	brought	mean	meant	meant
build	built	built	meet	met	met
buy	bought	bought	pay	paid	paid
catch	caught	caught	put	put	put
choose	chose	chosen	read	read	read
come	came	come	ride	rode	ridden
cost	cost	cost	ring	rang	rung
cut	cut	cut	rise	rose	risen
do	did	done	run	ran	run
dream	dreamt/dreamed	dreamt/dreamed	say	said	said
drink	drank	drunk	see	saw	seen
drive	drove	driven	sell	sold	sold
eat	ate	eaten	send	sent	sent
fall	fell	fallen	shoot	shot	shot
feel	felt	felt	show	showed	showed/shown
find	found	found	shut	shut	shut
fly	flew	flown	sing	sang	sung
forget	forgot	forgotten	sit	sat	sat
get	got	got	sleep	slept	slept
give	gave	given	speak	spoke	spoken
go	went	gone	spend	spent	spent
grow	grew	grown	stand	stood	stood
have	had	had	steal	stole	stolen
hear	heard	heard	swim	swam	swum
hide	hid	hid	take	took	taken
hit	hit	hit	teach	taught	taught
hold	held	held	tell	told	told
hurt	hurt	hurt	think	thought	thought
keep	kept	kept	throw	threw	thrown
know	knew	known	understand	understood	understood
lay	laid	laid	wear	wore	worn
learn	learnt/learned	learnt/learned	win	won	won
leave	left	left	write	wrote	written

