**Listening and Conversations, Vocabulary for Conversations**

Let’s look at vocabulary for conversations. Most conversational listening passages on a TOEFL are on a problem that a student has. These problems could be with a professor or with other individuals that a student may encounter on a college campus. For example, the conversation might be with a professor about a problem the student has with a research paper the student is writing or the conversational might be with the registrar on a class they are considering taking or dropping. Most of these encounters are on problems so today let’s look at common problems that students encounter on a college campus and the vocabulary associated with those problems.

I have put these problems in different categories and provided some phrases that are used with individuals talk about these problems. Please skim over the list and see if there are any problems you are not familiar with and/or vocabulary you are not familiar with. If you have any questions, feel free to reach out to me and ask.

**I.OFFICE HOURS**

**A.PAPERS**

need to talk to teacher about a research paper

the paper counts for 30% of your grade

do I have enough material

picking a topic for a paper/research paper/term paper

reading scientific journals

I got a paper with no grade on it

Rewrite the paper

Did you read the draft of my paper yet?

Have you finished your paper yet?

I haven’t even started. I’m having trouble coming up with a good idea.

I’m having trouble finding enough information to support my thesis.

Did you check the list of abstracts in the database?

Remember those short papers count for 50 percent of your final grade.

**B.SCHEDULE/GRADES**

new schedule

talk to my advisor

got permission to take her class

registered for her class

advanced class

prerequisite

drop a class

add a class

get letters of recommendation

apply for

a book list

substantial amount of reading

I’ve decided to change my major

I’m having a hard time keeping up in geometry.

Geometry won’t be offered next quarter.

If I drop history, I might be able to catch up in geometry.

I’ll miss the first week of class. Could I make up the work when I get back?

My midterm grade was really low.

I have a question about the group project.

I’d rather do mine solo.

Actually I don’t feel good about it being a group grade.

The project plan is due next week

**C.TEACHERS**

Regular office hours

Classes are challenging

Dr. Brown is on sabbatical.

I have a faculty meeting in five minutes

**II.Service Encounters**

**A.Lost and found**

I left my jacket in the cafeteria

I was wondering if anyone had turned it in.

Did you check Lost and Found?

**B.Health**

My father had to have surgery

I was wondering if I could take an Incomplete for you class

There is a form you need to fill out

My daughter was sick yesterday.

Could I make up the quiz?

Give me a one-page report

I will have to miss class tomorrow. My great aunt away and her funeral is tomorrow.

Oh, let me offer my condolences to you and your family.

Eric handles all make-ups. He’s the instructional aide for our department.

I’m here for an allergy medication.

She said that I didn’t need a prescription.

You have a choice actually of capsules or tablets.

I don’t know if it is going to make you drowsy.

Do you have any thing that is effective but won’t knock me out?

Nothing that will relieve your symptoms like this drug.

There’s a lot of fried and unhealthy food here.

Really? I can fix that. Let me talk to the chef.

**3.TIME**

Don’t have a lot of spare time

I guess I could spare a few hours

It will take a few hours of your time

I didn’t understand what the professor meant

Do you have a minute?

Oh, I get it

overslept

**4.MONEY/JOBS/REGISTRAR’S OFFICE**

take the afternoon shift at the lab

I have to be there all afternoon

It’s hard for me to find someone else with such short notice

I’ll be doing an internship

Can I put your name down? (MEANS TO VOLUNTEER)

Working as a tutor/tutoring

I was thinking about applying for an internship

It’s a part-time internship

Unfortunately, it’s not a paid intership

Refund

Partial refund

Cuts in the budget

Travel expenses

I have a lot of expenses this quarter

Check out the job board in the student center

I ran into a problem when I tried to register by phone.

I had an outstanding charge on my account

I can’t believe how much my books costs this semester.

There’s another bookstore that sells used books.

Are there any scholarships I could apply for?

Is this where I can get a scholarship application?

There’s a form to fill out.

I’m not a tutor. I’m a teaching assistant. I’m a TA.

I’m an Resident Assistant, an R.A.

Working on a car

Lab

lab partner

**5.LIBRARY**

Reserve a journal

Check out materials

Book sale

Book credit

Donated books to the library

**6.FOOD**

Meal plan

Cafeteria

Sign me up for

I’d like to change my meal plan

Get a refund

That sounds like a good deal

**7.Recreation Center**

Reserve a court

Spring break

Hang out on the beach

**8.Housing**

Landlord

Security deposit

I need help moving

I live off campus now

Three of the buildings are for married people only.