

SPELLING RULES

1. I before e except after c, or when sounded like a as in neighbor and weigh.
 - ✓ When the *ie/ei* combination is not pronounced *ee*, it is usually spelled *ei*.
Pronounced *ee*: reign, foreign, weigh, neighbor
Exception: fiery, friend, mischief, view

2. When a one-syllable word ends in a consonant preceded by one vowel, double the final consonant before adding a suffix which begins with a vowel.

✓ Example: bat batting

When a multi-syllable word ends in a consonant preceded by one vowel, the accent is on the last syllable, and the suffix begins with a vowel –the same rule holds true: double the final consonant.

✓ Examples: control controlling
 sum summary
 god goddess
 prefer preferred
 begin beginning

3. If the word ends with a silent e, drop the e before adding a suffix that begins with a vowel. Do not drop the e when the suffix begins with a consonant.

✓ Examples: state stating statement
 like liking likeness
 use using useful
 nine ninety nineteen

✓ Exceptions: judgment, truly, argument, and ninth

4. When y is the last letter in a word and the y is preceded by a consonant, change the y to “i” before adding any suffix except those beginning with i.

✓ Examples: fry fries
 hurry hurried
 lady ladies
 ply pliable

When forming the plural of a word which ends with a y that is preceded by a vowel, add s.

✓ Examples: toy toys
 play plays
 monkey monkeys

Adapted from: Writers INC; Sebranek, Meyer, and Kemper