Shorthand/Abbreviations

This handy guide lists commonly used shorthand notations and abbreviations used in academic writing

b/c	because
ch.	chapter
e.g.	for example
esp.	especially
etc.	and so on
govt.	government
i.e.	that is
min	minimum
max	maximum
no.	number
nos.	numbers
p	page
pp.	pages
re	regarding
ref	reference
vs.	against, compared to
w/	with
w/o	without
yr. /yrs.	year/years
ht.	height
wt.	weight
b/4	before
re:	regarding
asap	as soon as possible
wrt.	write
rt.	right
wd./wds.	word/words
diff.	difference
w/i	within
approx.	approximately
dept.	department
imp.	important
incl.	including
info.	information
lang.	language
prob.	probably
probs.	problems
sts.	students
tho'	though
thro	through

s/t	something
s/o	someone
alt.	alternate
ans.	answer
bld.	building
calc.	calculate
cmps.	campus
catg.	category
chg.	change
assoc.	association
ind.	individual
intro	introduction
org.	organization
s/b	should be
tech	technology
co.	company
ev.th.	everything
//	parallel
=	equals/is
%	percent
←	comes from
→	leads to, produces, causes
↑	increasing/up
↓	decreasing/down
@	at
?	question
&	and
~	approximately
$	money, cost, price
>	greater than
<	less than
±	give or take
#	number
1st	first
2nd	second
3rd	third
+	and
/	per