

What's the Slate Reader?

The **Slate Reader** is an electronic application review system. Academic programs can use it to review the general graduate application along with program-specific materials. Directors of Graduate Studies (DGSs) and graduate program staff can assign applications to faculty readers, who then provide electronic assessments. Graduate programs also communicate decisions to the Graduate Admissions office through the Reader. **The Slate Reader helps establish a paperless, streamlined application review process.**

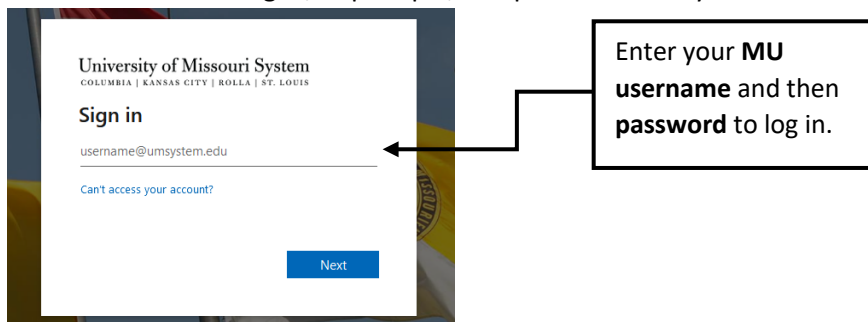
Steps to Access the Reader

Directors of Graduate Studies (DGSs) and Graduate Contacts have access to the Reader system. Follow the steps below to navigate the Reader system.

If faculty members in your department require access to the Slate Reader for application review, please contact Graduate Admissions at gradadmin@missouri.edu. The Graduate School can grant faculty members access to the Slate Reader upon request.

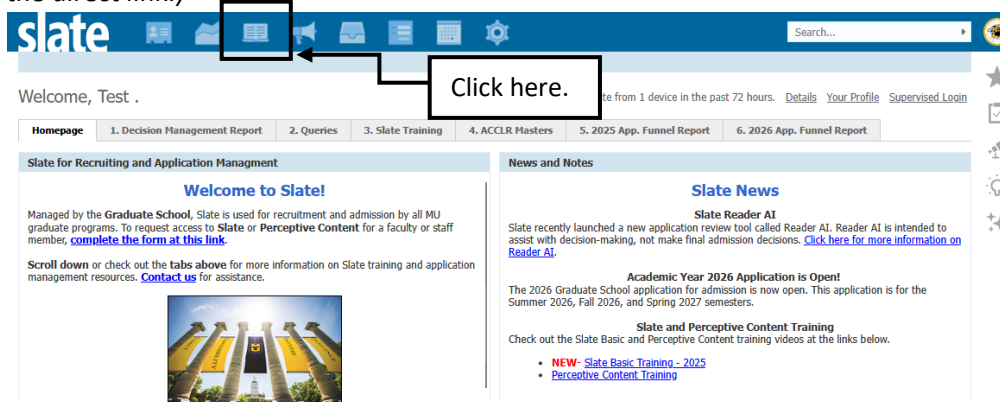
1. Log in to Slate

Go to <https://applygrad.missouri.edu/manage> and log in using your Mizzou username and password. Alternatively, you can use the direct link <https://applygrad.missouri.edu/reader> to access the Reader. Log in, skip Step 2, and proceed directly to the Slate Reader homepage.



2. Access the Reader

Click the Reader icon on the top navigation bar. *(Skip this step if you accessed the Reader using the direct link.)*



3. Reader Home Screen

The Slate Reader Home screen displays a welcome message, charts showing the number of applications missing departmental decisions, along with training materials and a navigation guide for users.

Navigation bar

Navigational resources

Navigation bar items: Home, Browse, Search, Queue, Recent, Share, Help, Exit.

Slate Reader Home Screen Content:

- Welcome to the Slate Reader!**
- What is Slate Reader?**
 - The Slate Reader is an electronic application review system where academic programs are able to review the general graduate application, along with programs-specific materials. [Click here](#) for more information!
 - Quick Tip!** Slate Reader is the most compatible with Chrome, Firefox, and Safari.
 - Need Help?** The Graduate School grants access to the Slate system. Please contact Graduate Admissions at gradadmin@missouri.edu if your program is interested in using the Slate Reader, if you need access to the system, or have questions.
- News and Notes**
 - Slate News**
 - Slate Reader AI**
 - Slate recently launched a new application review tool called Reader AI. Reader AI is intended to assist with decision-making, not make final admission decisions. [Click here for more information on Reader AI.](#)
 - Graduate Application for AY 2026**
 - The 2026 Graduate School application for admission is now open. This application is for the Summer 2026, Fall 2026, and Spring 2027 semesters.
 - Departmental Decision Form Link Now Available on Reader Dashboard**
 - The Departmental Decision Form link is now accessible on the Reader Dashboard for Directors of Graduate Studies and Graduate Contacts who have been authorized by their DGS to submit decisions on their behalf.
- Slate Reader for Faculty Reviewers**
 - Slate Reader for Faculty Reviewers**
 - First time in the Slate Reader?** Check with your Director of Graduate Studies to confirm how you should access applications in Reader, and then refer to an appropriate training packet listed below.
 - Queue**
 - To review applications assigned to you, click **Queue** in the left navigation column and follow the steps outlined in [this training packet](#).
 - Browse**
 - To review applications directly from the Browse tab, click **Browse** in the left navigation column and follow the steps outlined in [this training packet](#).
- Applications Awaiting Departmental Decisions by Reader Bin**
 - Bar chart showing applications by bin and year (2025, 2026).
- Applications Awaiting Departmental Decisions by Entrance Term**
 - Pie chart showing applications by entrance term (Fall 2027, Fall 2026, Fall 2025, Spring 2026).
- Slate Reader Training Materials**
 - Check out the Slate Reader training materials below.
 - NOTE:** These training materials are very general, so it may not work for your program's specific use case. If your program is interested in using the Slate Reader, please complete the [Meeting Request Form at this link](#) to schedule a meeting with us. After the initial meeting, we will provide training materials customized for your program.
 - Training Packet**
 - Pre-Review
 - [Assigning Applications to Faculty Reviewers](#)
 - [Checking Missing Application Items](#)
 - [Sending Incomplete Applications to Next Bin](#)
- Slate Reader**
 - Navigating the Interface**
 - Slate Reader is designed to be navigated using both the mouse and keyboard. While some users may be accustomed to using only the mouse to navigate web pages, using keyboard shortcuts enables faster navigation, and we've included several keyboard shortcuts in Slate Reader to help you move through records quickly.
 - Using the Mouse**
 - Click tabs in the left panel to change sections
 - Double-click on a page to zoom in
 - Right-click on a page to zoom out
 - Click-and-drag to move within/between pages
 - Using the Keyboard**
 - Arrow Keys: move up/down/left/right
 - Pg Up/Pg Down: page up, page down
 - +/-: zoom in, zoom out
 - Tab: next section in index
 - Shift + Tab: previous section in index
 - 1-9: display 1st tab, 2nd tab, etc. in index
 - Ctrl + Left/Right Arrow: rotate page (PC)
 - Cmd + Left/Right Arrow: rotate page (Mac)
 - D: drag pages
 - Shift + H: toggle highlight remover
 - H: toggle highlighter
 - N: toggle note editor
 - Q: toggle display of queue
 - R: toggle display of Review Form
 - S: toggle display of search
 - T: toggle text selection
 - Esc: close open panels, return to first
 - Choosing a Browser**
 - Using a modern browser is critical to ensuring the Slate experience is as fast, functional, and secure as we intend it to be. Browsers interpret the raw code of a page on the Internet and then display that interpretation to you, and they function as a kind of "lens" through which you are able to experience the Internet. Similarly to how an HDTV allows you to view television being broadcast at a higher resolution, using a modern browser will afford you the best possible Slate experience. We highly recommend that you use the most up-to-date version of [Google Chrome](#) to access Slate.

4. Navigate Reader

Below are the navigational tools most frequently used in the Reader system.

Navigation bar items: Home, Browse, Search, Queue, Recent, Share, Help, Exit.

- Browse:** View all Reader bins, including the total number of applications within each Reader bin.
- Search:** View applications in a list view or use the search box to find specific applications. (Note: You have access to applications that are submitted and awaiting departmental decisions in the Slate Reader. To access unsubmitted or decided applications, exit the Slate Reader and use the [Slate administrator site](#).)
- Queue:** View applications that are assigned to the current user's queue.
- Recent:** View a list of the most recently viewed applications. This view is user-specific.
- Exit:** Exit Reader and return to the applicant record or Slate homepage.

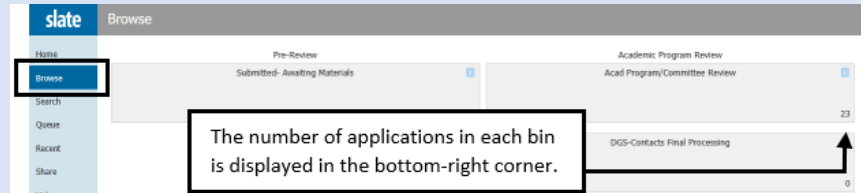
5. Access Applications

a. Browse

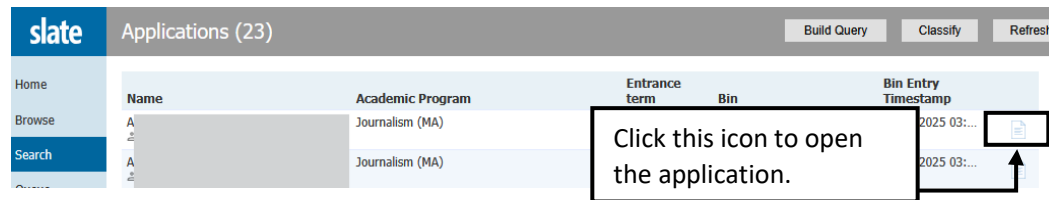
Click the **Browse** tab in the left navigation bar to display **reader bins***

***Reader bins** act as electronic file cabinets where applications are stored. Automation drives the movement of applications through the Reader system. Academic programs should:

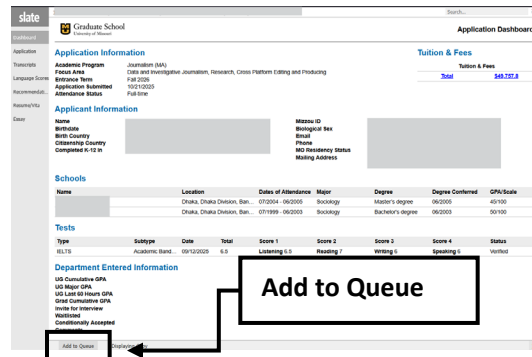
- Monitor the **Acad Program/Committee Review** bin for **complete** applications.
- Optionally monitor the **Submitted-Awaiting Materials** bin for **incomplete** applications.
- Optionally utilize the **DGS-Contacts Final Processing** bin. Users may manually move reviewed applications into this bin and view all application review forms submitted by faculty reviewers. Once a final decision is made on an application, complete the department decision form in this bin.



If applications are not assigned to you, open an application from the appropriate bin in **Browse**. Users can add applications to their own Reader Queue. To do this, click the **bin** containing the applications you want to review, then select the **document icon** to open an application.



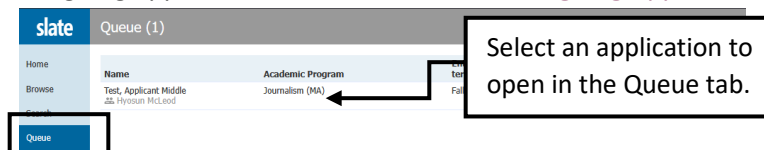
Once an application is open, click the **Add to Queue** button at the bottom of the screen to add the application to your queue to access the application review form.



b. Queue

If applications are assigned to you, open them directly from **Queue**.

Administrative users can also add applications to faculty reader queues, where the entire application is viewable along with the associated application review forms. Instructions on assigning applications are available here: [Assigning Applications to Faculty Reviewers](#)



6. Review Applications

a. Reader Tabs

Users will see **Reader Tabs** in the left navigation bar of open applications. These tabs include general application materials as well as program-specific materials. Clicking on a tab displays that portion of the application. Click the **Slate Home button** in the top-left corner to return to the previous screen.

The screenshot shows the Slate application interface for a user named '824862254 Test, Applicant Middle'. The interface includes a left navigation bar with tabs like 'Dashboard', 'Application', 'Transcripts', 'Test Scores', 'Language Scores', 'Recommendations', 'Statement of Intent', 'Resume/Vita', and 'Portfolio'. The main content area displays 'Application Information' (Academic Program: Journalism (MA), Focus Area: Journalism (MA), Entrance Term: Fall 2026, Application Submitted: 05/23/2024, Attendance Status), 'Applicant Information' (Name: Test, Applicant Middle, Birthdate: 01/01/1987, Birth Country: United States, Citizenship Country: Uganda, Completed K-12 In: South Korea), 'Schools' (Name: Ewha Womans University, Location: Seoul, Seoul, Date: 01/01/2024), and 'Tests' (UG Major GPA: 3.9, UG Last 60 Hours GPA, Grad Cumulative GPA, Invite for Interview). The top right shows 'Mizzou Alum' and a search bar. The bottom right shows 'Current/Expected Visa Type: Seeking Conditional Accept'. Annotations include: 'Slate Home Button' pointing to the 'slate' logo; 'The Dashboard page shows an application summary.' pointing to the 'Dashboard' tab; and a list of navigation instructions: 'To navigate throughout the application, users may click on the individual Reader Tabs or the Up/Down/Left/Right arrow keys on their keyboard.', 'Double-click on a page to zoom in.', 'Right-click on a page to zoom out.', 'Ctrl + Left/Right Arrow: Rotate page (PC)', and 'Cmd + Left/Right Arrow: Rotate page (Mac)'.

b. Reader AI

Reader AI is a tool designed to assist with the application review process. Click the **Reader AI icon (three yellow stars)** in the bottom-right corner of the screen. More information on Reader AI is available here: [Reader AI](#)

This screenshot shows the same Slate application interface as above, but with additional details. The 'Tuition & Fees' section shows a 'Total' of '\$49,757.8'. The 'Applicant Information' section includes 'Mizzou ID: 00000000', 'Biological Sex: mcleodh@missouri.edu', 'Email: +1 573-882-5874', 'Phone: Non-Missouri Resident', 'MO Residency Status: 210 Jesse Hall', and 'Mailing Address: Columbia, MO United States'. The 'Schools' table lists 'Ewha Womans University' with 'Location: Seoul, Seoul, South Korea', 'Dates of Attendance: 08/2009 - 12/2009', 'Major: Bachelor's degree', 'Degree Conferred: 12/2009', and 'GPA/Scale: /'. The 'Tests' table lists 'GRE' with 'Subtype: Verbal', 'Date: 01/01/2024', 'Total: Verbal', and 'Score 2: Quant'. The bottom right corner features a 'Reader AI icon' (three yellow stars) and a 'Ask Slate AI...' search bar. An annotation points to the 'Reader AI icon'.

c. Application Review Forms

Application review forms are available in the Slate Reader. Click **Review Form/Send to Bin** button in the bottom-right corner of the screen. These forms allow faculty readers to evaluate applications electronically, on the same screen as the application.

**Note: Application review forms are customizable. Contact gradadmin@missouri.edu if your program is interested in developing a custom review form.*

824862254 Test, Applicant Middle

Graduate School
University of Missouri

Application Dashboard

Reader Review Form

Please rank the applicant on the following characteristics:

2. Complete the Application review form.

3. Click Send.

1. Click Review Forms/ Send to Bin.

Application Information

Academic Program: Journalism (MA)

Focus Area

Entrance Term: Fall 2026

Application Submitted: 05/23/2024

Attendance Status

Applicant Information

Name: Test, Applicant Middle

Birthdate: 01/01/1987

Birth Country: United States

Citizenship Country: Uganda

Completed K-12 In: South Korea

Mizzou ID: 00000000

Biological Sex: Email: mcleodh@missouri.edu

Phone: +1 573-882-5874

MO Residency Status: Non-Missouri Resident

Mailing Address: 210 Jesse Hall, Columbia, MO United States

Tuition & Fees

Tuition & Fees

Total: \$49,757.8

Schools

| Name | Location | Dates of Attendance | Major | Degree | Degree Conferred | GPA/Scale |
|------------------------|---------------------------|---------------------|-------|-------------------|------------------|-----------|
| Ewha Womans University | Seoul, Seoul, South Korea | 08/2009 - 12/2009 | | Bachelor's degree | 12/2009 | / |

Tests

| Type | Subtype | Date | Total | Score 1 | Score 2 | Score 3 | Score 4 | Status |
|------|---------|------------|-------|---------|---------|---------|---------|---------------|
| GRE | | 01/01/2024 | | Verbal | Quant | AW | | Self-Reported |

Department Entered Information

UG Cumulative GPA: 3.4

UG Major GPA: 3.9

UG Last 60 Hours GPA

Grad Cumulative GPA

Invite for Interview

Waitlisted

Conditionally Accepted

Comments: This is a test for Abbie!

Special Categories

Collaborative Program/ Sponsor

Studying/Working in the US

Current/Expected Visa Type

Seeking Conditional Accept

Departmental Application Decision Form

Ready to enter a decision for this application? [Submit the Departmental Application Decision Form.](#)

*Note: Access to this form is restricted to Directors of Graduate Studies (DGSs) and Graduate Contacts who have been authorized by their DGSs to submit decisions on their behalf.

Remove from Queue Annotations

Send

Review Form / Send to Bin

d. Final Processing | Completing Departmental Decisions Forms

Once all readers have evaluated an application, the DGSs (or Graduate Contacts) complete the **Departmental Decision Form**. You can access the form by clicking the form link on the Dashboard page, or from the DGS-Contacts Final Processing bin.

824862254 Test, Applicant Middle

Graduate School
University of Missouri

Application Dashboard

Department Application Decision Form

Instructions

This form will record your program's decision for this application. Please complete as much of this form if possible, and once it is completed, send this application to the next bin, Grad Admin Final Review. Questions marked with an asterisk (*) are required.

Please note that as soon as this form is submitted, the Graduate Admission Office will have immediate access to this decision and changes cannot be made. So, it is extremely important that the **CORRECT DECISION** is recorded. If an error has been made or information needs to be updated, please contact Graduate Admissions ASAP.

Contact Graduate Admission for assistance: 573-882-6312 or gradadmin@missouri.edu.

Decision

*Decision

Form Submitter's Information

*Name (First Last)

*Email Address

*Date (MM/DD/YYYY)

Send to Bin

Current Bin: DGS-Contacts Final Processing

Next Bin (required): Grad Admissions Final Review

Next Reader (optional)

Send

Saving in 14s...

Review Form / Send to Bin

Final academic program decisions are submitted through this form, which can be accessed from the DGS-Contacts Final Processing bin.

The departmental application decision form link is also available on the Application Dashboard for DGSs and Graduate Contacts, and it can be accessed from any bin. This is the method most commonly used by our users.

Departmental Application Decision Form

Ready to enter a decision for this application? [Submit the Departmental Application Decision Form.](#)

*Note: Access to this form is restricted to Directors of Graduate Studies (DGSs) and Graduate Contacts who have been authorized by their DGSs to submit decisions on their behalf.

Remove from Queue Annotations

Additional Reader Training Materials

To access Reader training materials, navigate to the [Slate Reader homepage](#).

NOTE: These training materials are very general, so it may not work for your program's specific use case. If your program is interested in using the Slate Reader, please complete the [Meeting Request Form at this link](#) to schedule a meeting with us. After the initial meeting, **we will provide training materials customized for your program.**

slate

Hello, Test Admissions 2.

Home

Browse

Search

Queue

Recent

Share

Help

Exit

Welcome to the Slate Reader!

What is Slate Reader?



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Quick Tips!
Slate Reader is the most compatible with **Chrome**, **Firefox**, and **Safari**.

Need Help?
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News and Notes

Slate News

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Slate recently launched a new application review tool called Reader AI. Reader AI is intended to assist with decision-making, not make final admission decisions. [Click here for more information on Reader AI.](#)

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Slate Reader for Faculty Reviewers

First time in the Slate Reader? Check with your Director of Graduate Studies to confirm how you should access applications in Reader, and then refer to an appropriate training packet listed below.

Queue

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Browse

To review applications directly from the **Browse** tab, click **Browse** in the left navigation column and follow the steps outlined in [this training packet](#).

Applications Awaiting Departmental Decisions by Reader Bin



0 30

Acad Program/ Committee Review Submitted- Awaiting Materials

Data as of 11/18/2025 at 10:25:07 AM ET Refresh Show SQL

Applications Awaiting Departmental Decisions by Entrance Term



81.3% 12.5%

Fall 2026 Fall 2025 Fall 2027 Spring 2026

Data as of 11/18/2025 at 10:25:07 AM ET Refresh Show SQL

Slate Reader Training Materials

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| Training Packet | |
|-----------------|--|
| Pre-Review | <ul style="list-style-type: none">Assigning Applications to Faculty ReviewersChecking Missing Application ItemsSending Incomplete Applications to Next Bin |

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