The Graduate Admission Process

The Graduate School centrally supports the graduate admission process. All applicants are required to complete and online graduate application. Academic programs make acceptance decisions, and pending final review of academic credentials (and financial status of international applicants), the Graduate School will formally admit accepted applicants to the university. The minimum requirements for acceptance to all graduate programs and the basic admission process is outlined below.

1. To be admitted to MU’s graduate programs, an applicant must have:

   - Earned at least a bachelor’s degree or equivalent from a college or university recognized by a regional accrediting agency. Colleges and universities from outside the United States must be recognized as degree granting institutions by their country’s ministry of education.
   - Earned a 3.0 or better grade point average in the last 60 hours of baccalaureate coursework (for applicants with less than a master’s degree).
   - Acceptable English language proficiency test scores (for international and non-native English-speaking applicants only). See [this link](#) for more details on test score requirements and waiver request opportunities.
     - TOEFL IBT: minimum 80 internet-based, with no sub score below 17
     - IELTS: minimum 6.5 academic score, with no subscore below 6.0
     - Pearson Test of English: minimum 59
     - Cambridge C1 Advanced: minimum 180
     - Duolingo English Test: 105

   - **International applicants** must show minimum level of funding for their first year of study:

     Spring 2021, Summer 2021, Fall 2021: $39,028

     See [https://international.missouri.edu/isss/current-students/expenses-and-funding/](https://international.missouri.edu/isss/current-students/expenses-and-funding/) (Graduates) for a breakdown of required minimum funding.

2. As soon as academic programs have reached a decision (Accept or Deny), the academic program should communicate the decision to the Graduate School using the “Department Application Decision Form”, associated with each applicant record in gradSlate. More information can be found at [this link](#).

3. After the Graduate School receives the academic program decision, applicant files will be reviewed to ensure the applicants meet minimum requirements for admission. If applicants meet the minimum criteria, the Graduate School will communicate the official admission electronically through gradSlate. If needed, the Graduate School will also issue immigration documents for international applicants.

The Graduate School has four **Graduate Admission Advisers** who each manage applicant files for an alphabetical range based on the first letter of the applicant’s last name. If you have questions or need assistance, please contact the appropriate Admission Advisor listed below.

<table>
<thead>
<tr>
<th>Adviser</th>
<th>Phone</th>
<th>Case Load</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candace Riedel</td>
<td>884-8946</td>
<td>A-D</td>
<td><a href="mailto:riedelc@missouri.edu">riedelc@missouri.edu</a></td>
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<tr>
<td>Stephanie Scott</td>
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<td>E-K</td>
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<td>Eliana Jeanetta</td>
<td>882-6314</td>
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<tr>
<td>Donna Hoek</td>
<td>884-2312</td>
<td>S-Z</td>
<td><a href="mailto:hoekd@missouri.edu">hoekd@missouri.edu</a></td>
</tr>
</tbody>
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Below is an outline the responsibilities of applicants, the Graduate School, and academic programs regarding the Graduate admission process.

**Graduate Admission Flow**

### Applicants
- Complete the [online application](http://gradschool.missouri.edu/) for admission.
- Complete all degree program admission requirements (departmental application, etc.).
- Upload all post-secondary transcripts/mark sheets to the Graduate online application (required).
- Request official test scores (GRE, GMAT, MAT) be sent to the Office of Graduate Studies and program.
- Request official test TOEFL or IELTS scores be sent to the Office of Graduate Studies (non-native English Speakers).
- Forward proof of financial support to Graduate School, after program acceptance. (foreign applicants only)
- Forward official transcripts to Office of Graduate Studies IF ACCEPTED by the program.

### The Graduate School
- Reviews unofficial transcripts uploaded by applicants for acceptability. Communicates issues to applicants if needed.
- Forwards all hard-copy supplemental admission materials (resumes, statements of purpose, dept. application, etc.) directly to degree programs.
- Loads all official test scores (e.g. GRE, GMAT, TOEFL, IELTS, etc.) to the application system.
- After degree programs accept applicants and communicate the acceptance decisions to the Graduate School, the Graduate School will review academic credentials and/or financial documents.
- Communicates via gradSlate the official Graduate School admission letter and basic registration information (User Name/Password), if credentials and/or funding are acceptable.
- Issues and sends immigration documents (I-20’s) for all new foreign students.

### Academic Programs
- Check out the [Admission & Student Services](https://gradschool.missouri.edu) Training page for application system and admissions resources.
- Forward official transcripts/mark sheets to the Graduate Admission Office.
- Review applications, academic credentials and program admission materials to determine fit with program.
- Communicate decisions to the Office of Graduate Studies.
- Send a copy of official offer of support to the Graduate Admission Office (for foreign applicants only).
- Communicate by email or mail the official letter of acceptance or denial to applicants (academic program acceptance letters must contain the two phrases below):
  1. “Please provide official transcripts to the Graduate School as soon as possible.”
  2. “Pending receipt of your official transcripts and final review and approval by the Graduate School, you will be formally admitted to the University”
- Notify the Graduate School at [gradadmin@missouri.edu](mailto:gradadmin@missouri.edu) of any applicant status changes (deferrals, declined offers, etc.).