## **Tracking Official Admits in Slate**

The Graduate School communicates official admission decisions thru Slate. The application system allows the Graduate Admission advisors to "post" a decision letter to each admitted applicant's record and applicants are instructed to save or print the letter for their records. With the exception of those international applicants to whom we issue and send immigration documents, we do not send hard-copy admission letters to applicants by mail.

# Note: The Graduate School only delivers the official admissions thru Slate. Academic programs are responsible for delivering decisions to denied applicants.

Below you will find out how to track your applicants' progress after your program has communicated acceptance decision to the Graduate School by running a query. You will see the applicant view of this process as well.

### Finding Applicants Formally Admitted by the Graduate School

Please follow the steps below to find a list of applicants who have been formally admitted by the Graduate School.

1. From the **Slate homepage**, go to the **Queries** tab and click on the **Admitted by Grad School**\* query link.

\*Note: Acad Year 2020 includes Summer 2020, Fall 2020 and Spring 2021 Acad Year 2021 includes Summer 2021, Fall 2021 and Spring 2022

		grads	ilate (Mizzou)				
e, Hyosun.			You have acces	ed Slate from	2 devices in the past 72 hours.	Details Your Profile	Su
Homepage Qu	ueries Slateria	Report - 2020 App. Funnel	Report - 2021	App. Funnel	Report - DEPT Decision St	tatus	
Queries	1		Applicatio	n Queries (Tl	nese queries are shared. P	lease DO NOT EDIT.)	
	Search			Application	s (by Term) pending academic program re	view by entrance term	ſ
	ed searches, such as a search o s who meet specific criteria. The		Entran	e Term	Application 5	tatus	
preformatted ger	neral queries created for all a ueries can be accessed from this	cademic	Fall	2020	Incomplete	Complete	
		, pager	Sprin	2021	Incomplete	Complete	
Click here to lear	n more about queries.		Summe	er 2021	Incomplete	Complete	
	The Graduate School can crea gueries upon request. Please		Fall	2021	Incomplete	Complete	
6	gradadmin@missouri.edu if yo	our program has the need for		2022	Incomplete	Complete	
		e questions or need assistance program's custom queries	Submittee	Application	s (by Year) pending academic program re	view by academic year	ł
			Acader	nic Year	Application S	tatus	
Tracking Queries	(These queries are shared	. Please DO NOT EDIT.)	Unsubmit	ed App Quer	ies (These queries are sha	ared. Please DO NOT	EDJ
Tracking Official A Find applicants who admitted by the Gra	have been accepted by acaden	nic programs and/or formally			ons (by Term) ted applications by entrance to	erm	1
			Entran	e Term	Application 5	tatus	
	r Appi	licants	- Eal	2020	Unsubmitte	d	
Academic Year			1 i uli	2020		_	
2020	Accepted by Dept	Admitted by Grad School		1 2021	Unsubmitte	d	
2020 2021	Accepted by Dept	Admitted by Grad School				_	
2020 2021		Admitted by Grad School			Unsubmitte Unsubmitte Unsubmitte	<u>d</u>	
2020 2021 <u>Cik</u>	Accepted by Dept dk here to learn more about the ed/Declined Offers	Admitted by Grad School ese queries!			Unsubmitte Unsubmitte	<u>d</u>	
2020 2021 <u>Cik</u>	Accepted by Dept ck.here to learn more about the ed/Declined Offers ants who have accepted or dec	Admitted by Grad School ese queries! dined the admission offers		2 2 ted Applicatio	Unsubmitte Unsubmitte Unsubmitte Unsubmitte ons (by Year)	<u>त</u> त	
2020 2021 Clie Tracking Accepte Find admitted applica	Accepted by Dept ck.here to learn more about the ed/Declined Offers ants who have accepted or dec	Admitted by Grad School ese queries!	Unsubmit	2 2 ted Applicatio	Unsubmitte Unsubmitte Unsubmitte Unsubmitte	d d ear	

## 2. Click Run Query.

All Queries		
Applicants Adr	nitted by Grad Studies- SS 17, FS17, Spr 18 (All)	Edit
Folder	Tracking / Acad Year 2017	
User	Terrence Grus	Edit Query
Population	Applications by Program	Edit Notes
Execution Mode	Retrieve all records each time query is run	
Filters	Decision (Released with dates) Decision IN Admit; Start Released Date (optional) = Tag NOT IN Test Record Entrance term IN Summer 2017, Fall 2017, Spring 2018	Check Logic
Estimated Rows	31	
Run Query	Click Run Query.	

3. To export the data to **Excel**, click on the **Export** button. If you wish to access their admission letter, click on an applicant's record.

Admitted Applic	Excel Spreadsheet  Export	Click <b>Export</b> if you wish to export the data to Excel.		if yo	k on an ap ou wish acc llicant's ad	cess the	
	155 Prev Next			L		Search	
Mizzou ID Number	Last Name	First Name	Academic Program		Entrance Term	Decision	Bin
			Social Work/Advanced Stan	-		Admit	Offer Accepted
			Exercise Physiology/Nutritic	on & Exercise.	Fall 2017	Admit	Admitted
			Social Work/Regular Standi	ng-Distance	. Fall 2017	Admit	Admitted
			Educational Leadership & P	olicy/Higher .	Fall 2017	Admit	Admitted
			Social Work/Regular Standi	ng-Distance	. Fall 2017	Admit	Admitted
			Nursing/Family Psychiatric 8	& Mental Hea.	Summer 2017	Admit	Offer Accepted
71,22697	AUNIN	Jaran	Nursing/Family Nurse Practi	tionor Distan	Summor 2017	Admit	Offer Accepted

Bin	Description
Admitted	Once applicants are formally admitted, their application will be
	moved to this bin and they will be asked to notify the
	University if they plan to attend or not by completing the
	Enrollment Form.
New I-20 Processing	Applications for international applicants who need a new I-20
	will be moved to this bin. Once their I-20 is issued, their
	application will be moved to Offer Accepted.
International Center	Applications for international applicants who need an updated
Processing	I-20 or DS-2019 will be moved this bin. Once their information
	is forwarded to the International Center, their application will
	be moved to <b>Offer Accepted</b> .
OfferAccepted	Applications for those who have accepted the offer will be
	moved to this bin.
Offer Declined	Applications for those who have declined the offer will be
	moved to this bin.

 $\overline{\phantom{a}}$ 

4. A preview window will open. Click **Lookup Record**.

Row Preview		Prev <u>Next</u>
Record	Lookup Record	
Mizzou ID Number		
Last Name		
First Name		
Academic Program	Social Work/Advanced Standing-Distance (MSW)	
Entrance Term	Fall 2017	
Decision	Admit	
Bin	Offer Accepted	

5. Scroll down to the **Decisions** section and click on the **Admit** decision code to view the applicant's admission letter. To return to the **Admitted Applicants\_Admitted by Grad Studies (All)** query, click on the query link in the top left portion of the page.

Displaying row #3	in Applicants Admitted by Grad Stud	ies- SS 18, FS 18, Spr 19 (All)					Prev Ne
Dashboard	Timeline MAST-2018 Decide	Pofile Materials				Applicant	6
2018 Master's Decided Submitted Januar Last updated Octo	Click h	ere to return query.	Click here to a the next appli			Overview Financial Aid Workflows Portfolio	
Entrance Te Application Mizzou ID			Applicant has Acc	epted Offer of Ad	Imission	Read Application Download PDF Dept Waive Reg.(Pre- Dept Waive Reg.(Post Dept Spand Comme Dept Decision Form Grad Studies Immig C	<u>t-Submit</u> ) ents
Ŷ						Grad Studies Required	d Docs
hecklist							
02/16/2018	Financial Documentation		Admission	Received	*		
02/13/2018	Official Transcript (G.S.Moze Colleg	e Of Engineering)	Admission	Received	Ŧ		
01/04/2018	Recommendation			Received	Ŧ		
01/04/2018	Recommendation			Received	Ŧ		
01/04/2018	Recommendation			Received	Ŧ		
01/05/2018	GRE Score Report			Received	Ŧ		
01/05/2018	TOEFL Score Report			Received	Ŧ		
01/03/2018	Transcript (G.S.Moze College Of Er	gineering)		Received Copy	Ŧ		
	Enrollment Form		Form	Received	Ŧ		
1aterials							
Date 🔺	Description		Record		User		
01/04/2018	App_Online Recommendation		This Application				
01/04/2018	App_Online Recommendation		This Application				
01/04/2018	App_Online Recommendation		This Application				
01/03/2018	App_Resume or Curriculum Vita		This Application				
01/03/2018	App_Statement of Purpose		This Application				
01/03/2018	Test_TOEFL Unofficial Score Repor	t Upload	This Application				
01/03/2018	Test_GRE Unofficial Score Report U	Ipload	This Application				
01/03/2018	Transcript (Copy) G.S.Moze Colle	ge Of Engineering	Folio				
Decisions			Click he	re to viev	v the		
Effective A	Decision		applicar	nt's admis	ssion lette	er.	
02/16/2018	Admit International Admit Letter	effective 04/01/2016					

#### **Decision Letter**

🕙 University of Missouri	Office of Graduate Studies
	210 Jesse Hall Columbia, MO 65211
	OFFICE 573-882-6311 FAX 573-884-5454
10/23/2018	
10/23/2010	
Training Test	
210 Jesse Hall	
Columbia, MO 65211-1160	
Dear Training,	
Congratulations! We are pleased to inform you that you ha	ve been admitted as a graduate
student at the University of Missouri for the Fall 2019 ter	m. Your student ID number
is <b>00000000</b> . The first day of classes for the Fall 2019 ter	m is Monday, August 19, 2019;
however, you should report to the Mizzou International Ce	nter no later than Monday, August
12, 2019 for International Student Orientation and Check-	in.

\* The applicant perspective: the applicant logs into their online application to view their decision letter.

2019 Graduate Certificate Program 🔻

**Application Homepage** 

#### Thank you for applying to the University of Missouri, Training Test!

824862254 Reference Number Academic Program Global Public Affairs (Grad Cert) Entrance Term Fall 2019 Admission Contact Donna Hoek

Important Note: Decision is available. Please click on the link below to access your decision letter and complete the Enrollment Form in the Forms section. Your visa eligibility certificate (Form I-20 or Form DS 2019) will be issued upon receipt of the Enrollment Form.

Click here to access your decision letter available beginning 10/23/2018

#### Forms

Required **Enrollment Form** 



The Decision Letter is the same letter you can access from the applicant record screen.



however, you should report to the Mizzou International Center no later than Monday, August 12, 2019 for International Student Orientation and Check-in.

#### **Application Final Review Status**

After academic programs accept applicants and communicate the acceptance decisions to the Graduate School, the Graduate Admission advisors will review academic credentials and/or financial documents. If required documents such as official transcripts, official TOEFL/IELTS reports (for non-native English speakers only) and/or financial documents (for international applicants only) are missing, the advisors will request these documents and process their admission upon receipt of the required documents. Please follow the steps below to track application final review status by running a query.

 From the Slate homepage, go to the Queries tab and click on the Accepted by Dept\* query link.
 \*Note: Acad Year 2020 includes Summer 2020, Fall 2020 and Spring 2021 Acad Year 2021 includes Summer 2021, Fall 2021 and Spring 2022



#### 2. Click Run Query.

Folder	Graduate Programs / Tracking	
User	Hyosun McLeod	Edit Query
Population	Applications by Program	Edit Notes
Execution Mode	Retrieve all records each time query is run	
Filters	Decision (First) IN Accept Tag NOT IN Test Record Entrance term IN Fail 2017	Check Logic
Estimated Rows	285	

3. To export the data to **Excel**, click on the **Export** button. If you wish to access their application, click on an applicant's record.

All Oueries > Fail 2017_Applicants Ac Fail 2017_Applicants Ac Output Excel Si Export	ccepted by Dep preadsheet	ot (All)	appear h	Released Dat ere once the e School releas n letter.	ses an	<b>Decision Rece</b> will appear he an applicant vi admission lett	re once iews their
Rows 1-100 • of 285 Prev					Searc		
Mizzou Student ID Last Name	First Name	Academic Program	Entrance Term	Bin	Decision Released Date	<ul> <li>Decision Received Date</li> </ul>	
14		Social Work/Advanced Sta.	Fall 2017	Offer Accepted	02/06/2017	02/06/2017	
14		Educational Leadership &	Fall 2017	Reviewed- Awaiting Final D			
18		Exercise Physiology/Nutriti.	Fall 2017	Admitted	02/02/2017	02/03/2017	
14	2	Public Affairs (PhD)	Fall 2017	Grad Admissions Final Revi			
14		Social Work/Regular Stand	Fall 2017	Admitted	02/06/2017		
14		Ed, School & Counseling P	Fall 2017	Reviewed- Awaiting Final D			
14	aged	Civil Engineering (PhD)	Fall 2017	Reviewed- Awaiting Final D			
				$\overline{\mathbf{v}}$			

Bin	Description
Grad Admissions Final	Once decisions are entered by academic programs, the
Review	applications will be moved to this bin.
Reviewed-Awaiting Final	After applications for accepted applicants are reviewed and if
Docs	there are any required documents missing such as official
	transcripts, the applications will be moved to this bin.
Admitted	Once applicants are formally admitted, their application will be
	moved to this bin and they will be asked to notify the
	University if they plan to attend or not by completing the
	Enrollment Form.
Denied/Withdrawn	Applications for those who have accepted but withdrawn
	afterwards will be moved to this bin.
New I-20 Processing	Applications for international applicants who need a new I-20
	will be moved to this bin. Once their I-20 is issued, their
	application will be moved to <b>Offer Accepted</b> .
International Center	Applications for international applicants who need an updated
Processing	I-20 or DS-2019 will be moved this bin. Once their information
	is forwarded to the International Center, their application will
	be moved to <b>Offer Accepted</b> .
OfferAccepted	Applications for those who have accepted the offer will be
	moved to this bin.
Offer Declined	Applications for those who have declined the offer will be
	moved to this bin.

## 4. A preview window will open. Click Lookup Record.

Row Preview		Prev	<u>Next</u>
Record	Lookup Record		
Mizzou Student ID			
Last Name			
First Name			
Academic Program	Social Work/Advanced Standing-Distance (MSW)		
Entrance Term	Fall 2017		
Bin	Offer Accepted		
Decision Released Date	02/06/2017		
Decision Received Date	02/06/2017		

5. You can also determine the application final review status based on information available on the application tab dashboard.

Dashboard Timelin	MAST-2018 Decided	Profile Materials		
2018 Master's Progra Decided Submitted January 5, 2018 Last updated October 22, 2	Cu	rrent Bin: Offer Accepted	Admit Status: Received	
Academic Program Entrance Term Application ID Mizzou ID	Mechanical and Aerospac Fall 2018	e Engineering (MS)		
Admitted by	the Office of Graduate Stud	dies- Decision Released	Applicant has Accepted Offer of Admission	•

\* The applicant perspective: the applicant logs into their online application to view their application review status.

#### For applicants whose admission has not been finalized



X Awaiting Official Transcript for University of Colombo

#### For applicants whose admission has been finalized

**Application Homepage** 

#### Thank you for applying to the University of Missouri, Training Test!

Reference Number824862254Academic ProgramGlobal Public Affairs (Grad Cert)Entrance TermFall 2019Admission ContactDonna Hoek

**Important Note:** Decision is available. Please click on the link below to access your decision letter and complete the **Enrollment Form** in the **Forms** section. Your visa eligibility certificate (Form I-20 or Form DS 2019) will be issued upon receipt of the Enrollment Form.

Click here to access your decision letter available beginning 10/23/2018

#### Forms

Required Enrollment Form



## Please contact the Graduate Admission Office at <u>gradadmin@missouri.edu</u> with questions or for assistance.