

Dear [Candidate's Name],

We are pleased to inform you that you have been selected for an interview for the adjunct faculty position in the [Department Name] at [University Name]. We were impressed by your qualifications and believe you would be a valuable addition to our academic team.

Your interview is scheduled for [Date] at [Time], and will be conducted [format - e.g., in-person, via Zoom]. Please let us know if you are available at this time.

During the interview, you will have the opportunity to discuss your teaching philosophy, research interests, and how you envision contributing to our department. We welcome any questions you may have regarding the position.

We look forward to speaking with you soon.

Best regards,

[Your Name]
[Your Title]
[Department Name]
[University Name]
[Contact Information]