

Disqualification Advisory

Date: [Insert Date]

To: [Candidate's Name]

[Candidate's Address]

Dear [Candidate's Name],

We appreciate your interest in the [Position Title] at [Company Name] and the time you invested in the evaluation process.

After a thorough review of your application and evaluation results, we regret to inform you that you have been disqualified from further consideration for this position. This decision was based on [briefly state reason for disqualification, e.g., failing to meet minimum qualifications].

We encourage you to apply for future openings that match your qualifications and experience. Thank you once again for your interest in [Company Name].

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]