

Waitlist Reassessment Notification

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you that your application for [Program/Service Name] is currently under reassessment due to changes in our availability and criteria.

You have been placed on our waitlist, and we appreciate your patience regarding this matter. As we move forward with the reassessment process, we will be evaluating all waitlisted candidates to ensure fairness and transparency.

Should a spot become available or if any updates arise, we will notify you promptly. In the meantime, please feel free to reach out if you have any questions or require further information.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]