[Date]

[Candidate Name]
[Candidate Address]
[City, State, Zip Code]

Dear [Candidate Name],

Thank you for giving us the opportunity to review your application for the [Job Title] position at [Company Name].

After carefully reviewing your qualifications and experience, we have decided to move forward with other candidates who possess more direct experience within our specific industry. At this time, the role requires a deeper familiarity with industry-standard practices that we feel your current background does not yet reflect.

We appreciate your interest in our organization. Your academic achievements and transferable skills are notable, and we encourage you to apply for future roles as you gain more experience in the field.

We wish you the best of luck in your job search and professional development.

Sincerely,

[Your Name]
[Your Title]
[Company Name]