

[Date]

[Candidate Name]

[Candidate Address]

[City, State, Zip Code]

Dear [Candidate Name],

Thank you for your interest in the [Job Title] position at [Company Name] and for taking the time to complete our cognitive ability assessment.

After reviewing your results alongside the requirements for this role, we have decided not to move forward with your application at this time. Our selection process is highly competitive, and we must make difficult decisions based on the specific benchmarks set for this position.

Please note that this decision is specific to this particular role and does not reflect your potential for other opportunities. Your application will remain in our database, and we encourage you to apply for future openings that align with your skills and experience.

We appreciate the effort you put into the assessment and wish you the best of luck in your job search and professional endeavors.

Sincerely,

[Your Name]

[Your Title]

[Company Name]