

Subject: Update on your application for [Job\_Title]

Dear [Candidate\_Name],

Thank you for your interest in the [Job\_Title] position at [Company\_Name].

We are reaching out because we noticed that the required assessment for this role remains incomplete. As our deadline for this stage has now passed, we are unable to move forward with your application at this time.

We appreciate the time you took to apply and your interest in our team. We wish you the best of luck in your current job search and future professional endeavors.

Best regards,

[Your\_Name]  
[Your\_Title]  
[Company\_Name]