



## University of Wisconsin System Administration Sample Non-Select Language

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(Applicants Who Did Not Make the Semi-Finalist Level): Thank you for your interest in the (title) with the (office) with the University of Wisconsin System Administration. We were fortunate to receive applications from many qualified candidates. Regretfully, you are not among the finalists.

(Applicants Who Did Not Make the Finalist Level): Thank you for your recent interest in the (title) vacancy with the University of Wisconsin System Administration, (office). While the search and screen committee members for this position were impressed with your background and work experience during your phone interview, regretfully your application was not moved to the finalist phase. We thank you for the time that you have invested in interviewing for this position, and we wish you all the best in your future professional endeavors.

(Finalists Who Were Not Hired): Thank you for taking the time to participate in an interview for the (title) with UW System Administration, (office). We were fortunate to receive applications from several qualified candidates, making the final decision a difficult one. Regretfully, the position has now been offered and the search is concluded. We thank you for the time that you have invested in interviewing for this position, and we wish you all the best in your future endeavors.”