**Candidate Rejection Email After Application or Selection**

**1.) Candidate Job Application Rejection Email**

| Subject: Update on your application to [Company Name]  Dear [Candidate Name],  We thank you for your application at [Company Name] for the position of [job title]. We really appreciate you for showing interest in joining our company and we thank you for investing your precious time and efforts in applying in our company.  We received a huge number of applications for the same position, after the careful evaluation of your application, we regret to inform you that unfortunately this time we won’t be able to take your application for further rounds of interview.  Due to the high number of applications, we are not able to provide individual feedback of your application at this stage of the recruitment process.  However, we appreciate your application at [Company Name] and we invite you to apply again as and when you find any suitable position that fits your skills.  All the best in your job search.  Regards,  [Your Name and Signature] |
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**2.) Candidate Job Application Rejection Email After Interview**

| Subject: Application Update for [X] position.  Dear [Candidate Name],  We really appreciate you taking time to meet us to discuss the [position] at [company name]. Your time and interest are very valuable and we appreciate you for the same.  I would like to inform you that we got so many applications for the same position you applied for and unfortunately we have filled the position. However, we will keep your application on file for future vacancies and will definitely contact you when we will find any suitable position suiting your skills.  Once again, thank you for taking out time for interviewing with our company.  Regards,  [Your Name]  [Email Signature] |
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