

FACULTY INTERVIEWEE REGRETS LETTER

Sample

■ variable information	
	<p>Date</p> <p>Name Title Address City, State, Zip</p> <p>Dear:</p> <p>Thank you for your interest in the position of Assistant/Associate/Full Professor in nanoscale materials in the Ira A. Fulton School of Engineering at Arizona State University. Your willingness to participate in [phone interview, and/or on-campus interview] is appreciated.</p> <p>All of the candidates interviewed were impressive; however, the search committee has recommended another candidate for hire.</p> <p>The search committee wants to acknowledge the time and effort you extended as part of this search process. On behalf of the search committee, thank you for your patience and interest in ASU. I also want to offer my best wishes for your continued professional success.</p> <p>Sincerely,</p> <p>Name Nanoscale Materials/Mechanical Engineering Search Committee Title</p>