



Southern Placement Exchange



MESSAGE TO CANDIDATE

Candidate Name: _____ Candidate #: _____

- We are interested in you as a candidate and would like to schedule an interview time.
- We would like to schedule a follow-up interview with you.
- Please see the attached materials.
- Thank you for your interest in our position. However, we will not be able to interview you at this time. Good luck with your search process.
- Other

Institution Name: _____ Employer #: _____

Position: _____

Candidate use ONLY. My interview is scheduled for:

Day: _____ Date: _____ Time: _____ AM / PM Waiting Area: _____

Please drop off at the Scheduling Center in the Candidate's Mailbox.



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