

Dear [Candidate Name],

Congratulations on your successful registration for the [Company Name] [Year] Graduate Recruitment Scheme.

We are delighted to welcome you to the application process. This scheme is designed to identify and develop the next generation of leaders within our organization, and we are excited to learn more about your skills and potential.

Your Application Details:

- **Candidate ID:** [ID Number]
- **Scheme Stream:** [Department/Stream Name]
- **Registration Date:** [Date]

Next Steps:

Please log in to your candidate portal at [Link] to complete the following tasks:

1. Upload your latest academic transcript.
2. Complete the online situational judgment test by [Deadline Date].
3. Update your contact preferences.

We will review your profile and contact you regarding the status of your application within [Number] business days.

If you have any questions, please contact our recruitment team at [Email Address] quoting your Candidate ID.

Best regards,

The Graduate Recruitment Team
[Company Name]