

Dear [Candidate Name],

Congratulations! Following your successful initial application, we are pleased to invite you to the Group Assessment Center for our [Year] Graduate Trainee Program.

The assessment center is a key part of our selection process. It will provide you with the opportunity to demonstrate your skills through team-based activities and to learn more about our company culture.

Event Details:

- **Date:** [Insert Date]
- **Time:** [Insert Start Time] to [Insert End Time]
- **Location:** [Insert Full Address or Virtual Meeting Link]
- **Format:** Group exercises, case studies, and a brief presentation.

Preparation:

[Insert instructions, e.g., Please bring a copy of your ID, prepare a 2-minute introduction, or ensure a stable internet connection.]

RSVP:

Please confirm your attendance by replying to this email or clicking the link below no later than [Insert Deadline Date].

[Link to Confirmation Form - Optional]

We look forward to meeting you and seeing your potential in action.

Best regards,

[Your Name]

[Your Title]

[Company Name]