

Subject: Regarding your application for [Job Title]

Dear [Candidate Name],

Thank you for your interest in the [Job Title] position at [Company Name] and for participating in our recruitment process.

As part of our standard hiring procedure, we conduct a verification of educational qualifications. We are writing to inform you that we are unable to move forward with your candidacy at this time because we could not successfully verify the educational credentials required for this role.

Because our hiring decisions are based on the fulfillment of specific academic criteria, we will not be proceeding to the next stage of the application process.

If you believe there has been a discrepancy or if you can provide additional official documentation from the institution in question, please feel free to contact our HR department within [Number] business days.

We appreciate the time you took to apply and wish you success in your future career endeavors.

Best regards,

[Your Name]
[Your Job Title]
[Company Name]