

Dear candidate,

Please find attached the (Departmental Review Committee's, Department Head's, College Review Committee's, Intercollegiate Review Committee's, Dean's, Provost's) review of your case. If you wish to submit a response statement to this review, please respond to this email by (enter two-week response period end date) with your response as prompted by Interfolio.

If you do not intend to respond to the review, we request that you complete the Do Not Intend to Respond – Candidate document located at tiny.utk.edu/GtFwm and upload it as your response. This will allow your case to move along the review process much quicker.

Best,

(Your Name)