

Date: [Insert Date]

Dear [Applicant Name],

This letter serves as a formal notification of the decision to deny admission to the **PhD program** at this time. Although your application was carefully reviewed and showed promising potential, it did not fully meet the competitive criteria required for acceptance.

We encourage you to consider reapplying in the future after gaining additional experience or strengthening specific areas of your profile. Your academic achievements and dedication are commendable, and we believe that with further preparation, you can enhance your candidacy for the program.

We appreciate your interest in our program and your efforts throughout the application process. Should you have any questions or require feedback regarding your application, please feel free to contact us.

We wish you success in your academic and professional endeavors.

Sincerely,

[Your Name]

[Your Title/Position]

[Department or Program Name]

[University Name]