

Reset Form

INTERVIEW OUTCOME FORM

Position Title: _____

Date _____

DIRECTION FOR USE OF INTERVIEW OUTCOME FORM

1. After your final selection (Code A), select the reason(s) listed from the Codes which most closely represent your nonacceptance of all other applicants.
2. Place the letter or code which represents your reason(s) for nonacceptance on the Interview Outcome Form by the applicant's name and in the column labeled Code.
3. Follow this procedure for every candidate and return the completed form to Human Resources.

CODES	
A.	Recommended for Position
B.	Declined Interview
C.	Interviewed but not Recommended (Requires use of an additional code below)
D.	Rejected Offer
E.	Withdrew Name
F.	Did not Appear for Interview

Applicant Name (alphabetical order)	Code
1	
2	
3	
4	
5	
6	
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12	
13	
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25	

Vice President

Date