### APPLICATION AND INTERVIEW FLOW CHART

**McNeese State University**

**PLEASE TYPE OR PRINT**

<table>
<thead>
<tr>
<th><strong>POSITION TITLE:</strong></th>
<th><strong>DEPARTMENT:</strong></th>
<th><strong>POSITION #:</strong></th>
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<tr>
<th>Date</th>
<th>Application Received (mm/dd/yy)</th>
<th>Applicant Name (Last, First)</th>
<th>Rejected Yes/No</th>
<th>Failed to Respond Yes/No</th>
<th>Declined Interview Yes/No</th>
<th>In House Test Pass/Fail</th>
<th>Interviewed T = Telephone S = Skype C = Campus</th>
<th><em>Non-Selection or Selection Reason (Select Number)</em></th>
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### NON-SELECTION OR SELECTION REASONS:

1. Experience less related to the requirements of the position
2. Education or certification less related to the requirements of the position
3. Lacks minimum requirements
4. Unsatisfactory references
5. Withdrew application
6. Proficiencies not as strong as selected candidate
7. Lack of interest in job
8. Interpersonal and communication skills not as strong as selected candidate
9. Declined job offer
10. Unable to contact
11. Committee/Hiring Supervisor Decision
12. Hired

**Signatures:**

- **Committee Chair**
  - **Date**
- **Department Head/Director**
  - **Date**
- **Dean/Administrator**
  - **Date**
- **Chief Diversity Officer**
  - **Date**