ATTACHMENT #4

ADD HEADER

Template: Application Status

Position: Auto-Filled

Message:

Thank you for applying for the position of (Auto-Filled Position Title) at the Center for Cancer Research (CCR), National Cancer Institute's (NCI).

Please ensure that all application materials are submitted by the review date/application deadline. Incomplete applications will not be considered. You may view the status of your application materials -- including letters of recommendation (if applicable) -- at any time by following this link: (Auto-Filled URL).

Decisions are *typically* made six to eight weeks after the review date/closing date of an announcement.

About the Center for Cancer Research (CCR):
CCR comprises nearly 250 teams conducting basic, translational, and clinical research in the NCI intramural program—an environment supporting innovative science aimed at improving human health. We are working on the cutting-edge, from the development of ground-breaking immunotherapy approaches to the creation of the human papilloma virus (HPV) vaccine, to solve the most pressing problems in the field through basic, translational and clinical cancer research to create the cancer medicines of tomorrow. CCR's clinical program is housed at the NIH Clinical Center—the world's largest hospital dedicated to clinical research. For more information about CCR and its programs, visit ccr.cancer.gov.

Thank you for your interest in the Center for Cancer Research.

ADD FOOTER

Template: Application Status Update (Incomplete)

Position: Auto-Filled

Message:

This is a courtesy notification regarding your application status for the position of (Auto-Filled Position Title) at the Center for Cancer Research (CCR), National Cancer Institute's (NCI).

At this time, your application remains incomplete and cannot be reviewed. As such, we recommend that you view the status of your application materials by following this link: (Auto-Filled URL) and submit any missing documents by the review date/closing date.

Thank you for your interest in the Center for Cancer Research.

Template: Application Status Update (Complete)

Position: Auto-Filled

Message:

Good news!   Your application for the position of (Auto-Filled Position Title) at the Center for Cancer Research (CCR), National Cancer Institute's (NCI) is now **complete**.

Decisions regarding applicants are *typically* made within six to eight weeks after the review date/closing date of the announcement. You will receive notification as to the status of your application as soon as possible.

Thank you for your interest in the Center for Cancer Research.