

## Talent Disposition Codes

The following tables provide a list of all the available disposition codes in Talent and a key for abbreviations contained within the disposition codes.

Disposition Codes - Abbreviation Key	
<b>App</b>	Application
<b>CW</b>	Candidate Withdrew
<b>HD</b>	Hiring Department
<b>Int</b>	Interview
<b>NI</b>	Not Interviewed
<b>OD</b>	Offer Declined
<b>OR</b>	Offer Rescinded
<b>Refs edu/employ verify bkgd MVD</b>	References, Education, Employment Verifications, Background Check, and/or Motor Vehicle Check.
<b>ref/rec</b>	References/Recommendations
<b>Profsnl exp</b>	Professional Experience
<b>Exp</b>	Experience
<b>App/res</b>	Application/Resume
<b>Qual</b>	Qualifications

Disposition Codes - Explanations	
Code	Explanation
<b>Voluntary Withdrawal</b>	This is a system generated code used when an applicant has removed themselves from consideration for a requisition.
<b>Closed as Duplicate</b>	This code is used when an applicant submits two applications to the same requisition. This code is used for the duplicate application.
<b>Not Eligible for Rehire</b>	This code is used for applicants that have been deemed ineligible for rehire. The use of this disposition code <b>requires</b> prior approval by Human Resources.
<b>App-Never Considered-Withdrew</b>	This code is used for applicants who withdrew their application before consideration.
<b>CW- Person did not show up for interview</b>	This code is used for applicants who withdrew their application by virtue of not showing up for an interview.
<b>CW- Accepted other UA position</b>	This code is used for applicants who withdrew their application and accepted another UA position.
<b>CW- Business travel</b>	This code is used for applicants who withdrew their application due to the business travel requirements of the position.

<b>CW- Competing job offer</b>	This code is used for applicants who withdrew their application due to a competing job offer.
<b>CW- Hours of work</b>	This code is used for applicants who withdrew their application due to the work hour requirements of the position.
<b>CW- No longer interested</b>	This code is used for applicants who withdrew their application because the applicant is no longer interested in the position.
<b>CW- No interested in job responsibilities</b>	This code is used for applicants who withdrew their application due to a lack of interest in the job responsibilities.
<b>CW- Not willing to relocate</b>	This code is used for applicants who withdrew their application due to unwillingness to relocate.
<b>CW- Salary</b>	This code is used for applicants who withdrew their application due to the proposed compensation for the position.
<b>CW- Start date</b>	This code is used for applicants who withdrew their application due to the proposed start date of the position.
<b>CW- Unknown</b>	This code is used for applicants who withdrew their application without providing a reason for withdrawal.

<b>CW- Unresponsive to 2 attempts to make contact</b>	This code is used for applicants who withdrew their application by virtue of not responding to two contact attempts by the hiring department.
<b>Failed Pre-Screening</b>	This is a system generated code used for applicants who do not meet the minimum qualifications of the position based on the requisition's prescreening questions.
<b>HD- Int - Did not meet submission request</b>	This code is used for applicants who were interviewed by the hiring department but were not hired because the applicant failed to submit required documentation.
<b>HD- Int – Failed selection tests/assessments</b>	This code is used for applicants who were interviewed by the hiring department but were not hired because the applicant failed one or more selection tests or assessments.
<b>HD- Int – Failed to demonstrate qual from app/res</b>	This code is used for applicants who were interviewed by the hiring department but were not hired because the applicant failed to demonstrate the qualifications listed within the applicant's application documents.
<b>HD- Int – Lack of commitment/interest for job</b>	This code is used for applicants who were interviewed by the hiring department but were not hired because the applicant failed to demonstrate a commitment or interest in the position.
<b>HD- Int – Lacked depth in interview responses</b>	This code is used for applicants who were interviewed by the hiring department but were

	not hired because the applicant lacked depth in their interview responses.
<b>HD- Int – Lacks communication/presentation skill</b>	This code is used for applicants who were interviewed by the hiring department but were not hired due to lack of communication and presentation skills.
<b>HD- Int – Less competitive based on profsnl exp</b>	This code is used for applicants who were interviewed by the hiring department but were not hired because the applicant was less competitive based on professional experience.
<b>HD- Int – Unprofessional/non-collegial behavior</b>	This code is used for applicants who were interviewed by the hiring department but were not hired because the applicant demonstrated unprofessional or non-collegial behavior.
<b>HD- Int- Lacks relevant skills/knowledge</b>	This code is used for applicants who were interviewed but were not hired because the applicant lacked relevant skills or knowledge.
<b>HD- Never considered –Applicant Batch</b>	This code is used when departments batch applicants for review. Any applicants who were never considered because the applicant did not make it into the review batch would be given this code.
<b>HD- Never Considered –Applicant Timing</b>	This code is used for applicants who were never considered because the applicant applied after the hiring department’s internal review date.

<p><b>HD- Never Considered –Requisition Cancelled</b></p>	<p>This code is used for applicants who were never considered because the requisition was cancelled.</p>
<p><b>HD- Never Considered –Sponsorship not Available</b></p>	<p>This code is used for applicants who were never considered because the applicant required sponsorship but the hiring department was not providing sponsorship for the position.</p>
<p><b>HD- NI- Did not meet MQ (cert/license)</b></p>	<p>This code is used for applicants who were not interviewed because the applicant did not meet the certification or licensing requirements for the position.</p>
<p><b>HD- NI- Did not meet MQ (education)</b></p>	<p>This code is used for applicants who were not interviewed because the applicant did not meet the education requirements for the position.</p>
<p><b>HD- NI- Did not meet MQ (experience)</b></p>	<p>This code is used for applicants who were not interviewed because the applicant did not meet the experience requirements for the position.</p>
<p><b>HD- NI- Did not meet submission request</b></p>	<p>This code is used for applicants who were not interviewed because the applicant did not meet the application submission requirements for the position.</p>
<p><b>HD- NI- Exp is repetitive, no KSA progress</b></p>	<p>This code is used for applicants who were not interviewed because experience was repetitive and/or the applicant’s materials did not demonstrate any progress in knowledge, skills, and abilities.</p>

<b>HD- NI- Failed selection tests/assessments</b>	This code is used for applicants who were not interviewed because the applicant failed selection test/assessments.
<b>HD- NI- Lacks related profrnl exp</b>	This code is used for applicants who were not interviewed because the applicant lacked related professional experience.
<b>HD- NI- Lacks writing skill, info, quality</b>	This code is used for applicants who were not interviewed because the applicant lacked writing skills, did not provide sufficient information, or the application materials lacked quality.
<b>HD- NI- Less education/training/certification</b>	This code is used for applicants who were not interviewed because the applicant was less competitive based on having less education, training or certifications than other applicants.
<b>HD- NI- Periods of unexplained unemployment</b>	This code is used for applicants who were not interviewed because the applicant had unexplained periods of unemployment.
<b>HD- NI- Unsatisfactory work history</b>	This code is used for applicants who were not interviewed because the applicant had an unsatisfactory work history.
<b>HD –Reference- Less competitive based on ref/rec</b>	This code is used for applicants who were not hired because the applicant was less competitive based on references or recommendations.
<b>HD- TRA (COM-PHX ONLY)</b>	This code is only used by College of Medicine Phoenix.

<b>Not Qualified</b>	This code is used for applicants who were not interviewed because the applicant did not meet the requirements for the position.
<b>OD- Business Travel</b>	This code is used when the applicant declined an offer due to the business travel requirements of the position.
<b>OD- Competing job offer</b>	This code is used when the applicant declined an offer due to a competing job offer.
<b>OD- Don't wish to share</b>	This code is used when the applicant declined an offer but did not share the reason for declining the offer.
<b>OD- Hours of Work</b>	This code is used when the applicant declined an offer due to the work hours required for the position.
<b>OD- No longer interested</b>	This code is used when the applicant declined an offer because the applicant was no longer interested.
<b>OD- Not willing to relocate</b>	This code is used when the applicant declined an offer due to being unable or unwilling to relocate.
<b>OD- Other</b>	This code is used when the applicant declines an offer, but the reason for the decline is not captured by the other offer declined codes.
<b>OD- Salary</b>	This code is used when the applicant declined an offer due to the salary/rate of pay offered.



<b>OD- Start date</b>	This code is used when the applicant declined an offer due to the position's start date.
<b>OR- Failed to accept by deadline</b>	This code is used when the offer is rescinded due to the applicant's failure to accept the offer by the deadline.
<b>OR- Failed to produce satisfactory I-9 docs</b>	This code is used when the offer is rescinded due to the applicant's failure to produce satisfactory I-9 documents.
<b>OR- Unprofessional demeanor</b>	This code is used when the offer is rescinded due to the applicant's unprofessional demeanor.
<b>OR- US prescreen –refs edu/employ verify bkgd MVD</b>	This code is used when the offer is rescinded based on the results of the prescreening or credential verification process.