

Apology Letter for Absence in Class

To,
Class Teacher,
XYZ School,
City

Dated: *****

Respected Sir,

I am writing this letter to apologize to you for being absent from your class. I was not prepared for the test and therefore I bunked your class. I am ashamed of my action and I deeply regret too.

I promise that I will never repeat it even if I am not prepared and in fact will do my work in advance. I am really sorry and I hope that you will provide me with at least one more chance. I shall be very grateful to you.

Thanking you

Yours Faithfully,
[Write your Name]

