

Letter of Apology for Poor Academic Performance

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my sincere apologies for my recent academic performance. I understand that my grades do not reflect my capabilities or the effort that is expected of me.

Over the past few months, I have faced several challenges that have impacted my focus and dedication to my studies. I take full responsibility for not seeking help sooner and not making the necessary adjustments to improve my situation.

I deeply value my education and the opportunities it provides, and I assure you that I am committed to making significant changes. I plan to meet with my teachers for guidance, develop a better study schedule, and actively seek support when needed.

Thank you for your understanding and support during this time. I am eager to demonstrate my commitment to improving my academic performance and making you proud.

Sincerely,

[Your Name]

[Your Contact Information]