

# Letter of Apology for Late Arrival

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Teacher's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Teacher's Name],

I hope this message finds you well. I am writing to sincerely apologize for my recent late arrivals to class. I understand that punctuality is important for maintaining a productive learning environment, and I regret any disruption my tardiness may have caused.

The reasons for my late arrivals stem from [brief explanation of the reasons, e.g., transportation issues, personal difficulties]. I am actively working on resolving these issues to ensure that I can attend class on time going forward.

I appreciate your understanding and support, and I assure you that I am committed to improving my attendance. Thank you for your patience, and please let me know if there are any further steps I can take to rectify this situation.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Grade/Class]