

Letter of Absence from Graduation Celebration

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inform you that, unfortunately, I will be unable to attend the graduation celebration scheduled for [Insert Date].

This decision was not made lightly, as I greatly value the opportunity to celebrate this milestone with you and everyone else. However, due to [brief reason for absence], I regretfully must miss this special occasion.

Please know that I will be with you in spirit and celebrating from afar. I wish you all the joy and success on this memorable day.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Contact Information]