

Apology Letter for Academic Dishonesty During Examination

[Your Name]

[Your Student ID]

[Course Name/Code]

[Date]

Dear [Instructor's Name/Academic Committee],

I am writing this letter to formally apologize for my actions during the recent [name of examination or date of incident]. I acknowledge that by [briefly describe the dishonest action, e.g., using unauthorized materials, copying answers, etc.], I violated the academic integrity policies of [School/University Name].

I deeply regret my misconduct and understand that my actions have not only disappointed you and my peers but have also compromised the values of honesty and fairness that our academic community stands for. I take full responsibility for my behavior and the consequences it may bring.

I sincerely apologize for the trust I have broken and for undermining the efforts of my fellow students. This experience has made me realize the importance of academic honesty and the negative impact dishonesty has on personal growth, the institution's reputation, and the learning environment.

I commit to upholding the highest ethical standards in all my future academic endeavors. I also assure you that I will seek guidance and support to manage academic pressure in appropriate ways, and will actively participate in any remedial actions or workshops recommended by the institution.

Once again, I am truly sorry for my actions and respectfully request your understanding and the opportunity to regain your trust.

Sincerely,

[Your Name]