

Apology Letter for Absence from School Due to Illness (With Medical Certificate)

Date: [Insert Date]

To,
The Principal,
[School Name],
[School Address].

Subject: Apology for Absence from School Due to Illness

Respected Sir/Madam,

I, [Student's Name], studying in class [Class/Grade], roll number [Roll Number], would like to sincerely apologize for my absence from school from [Start Date] to [End Date].

The reason for my absence was due to severe illness. As advised by my doctor, I was required to take complete rest, which made it impossible for me to attend school during this period.

I have attached a copy of my medical certificate as evidence of my illness and treatment. I kindly request you to consider my absence as excused and grant me permission to resume my classes. I assure you that I will make every effort to cover the missed lessons and assignments.

I hope for your kind understanding and support in this matter.

Thank you.

Yours sincerely,
[Signature if applicable]
[Student's Name]
[Class/Grade & Section]
[Parent's Name, if applicable]
[Contact Number]

Enclosure: Medical Certificate