

Date: [Insert Date]

Dear [Teacher's Name],

I am writing to sincerely apologize for the late submission of my assignment for [Course/Subject Name]. Unfortunately, I experienced an unexpected family emergency that required my immediate attention, which made it difficult for me to complete and submit the assignment on time.

I understand the importance of timely assignment submissions and realize that my delay may have caused inconvenience. Please accept my deepest apologies for this lapse and know that it was never my intention to disregard your instructions or the course requirements.

I have now completed the assignment and am submitting it for your review. I kindly request your understanding and consideration in accepting my work despite its late delivery. I assure you that I am committed to maintaining my academic responsibilities and will make every effort to ensure that such an incident does not occur again in the future.

Thank you very much for your time and understanding.

Sincerely,

[Your Name]

[Your Roll Number/Class]

[Your Contact Information]