

[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 inform you about the late submission of my homework for [Subject/Class Name] that was due on [Due Date].

Unfortunately, [briefly explain the reason for the late submission, e.g., unforeseen circumstances, illness, technical difficulties]. I understand the importance of meeting deadlines and take full responsibility for this situation.

I have completed the assignment and have attached it for your review. I sincerely apologize for any inconvenience this may have caused and appreciate your understanding.

Thank you for your consideration.

Sincerely,

[Your Name]  
[Your Class/Section]  
[Your Student ID (if applicable)]