

Mark Jhondel G. Velasquez
BSIT – 4th Year
Student ID: 202113599
July 6, 2025

To the Guidance Placement Office
Adamson University

Subject: Apology for Absence from the Recent Job Fair

Good day,

I hope this message finds you well. I would like to extend my sincere apologies for not being able to attend the recent job fair organized by the university. At the time of the event, I was in the province and unable to return to Manila due to prior personal commitments.

I understand the importance of the job fair, especially as a graduating 4th-year student, and I deeply regret having missed such a valuable opportunity. Please accept my heartfelt apologies for any inconvenience my absence may have caused.

I sincerely appreciate your patience and kind consideration regarding this matter.

Respectfully,
Mark Jhondel G. Velasquez
Student No.: 202113599
BSIT, 4th Year

Student

Parent/Guardian

