Viray, Stephen Kyle D.  
4th Year – BSIT  
September 27, 2025  
  
  
  
  
 **Excuse Letter for Absence on Day 1 of Sportsfest**Good day I just want to explain why I wasn’t able to attend the first day of the Sportsfest. My group and I had to work on a major revision of our manuscript, and we ended up spending the whole day fixing and finalizing it since our professor needed us to pass it on time.

I really wanted to join and support the event, but we had no choice but to focus on our academic requirement. I’m sorry for not being there and I hope you understand the reason behind my absence.

Thank you for your consideration.

Sincerely,  
Viray, Stephen Kyle D.