**D:** 请病假 **Qǐng bìng jià (Ask for a sick leave/To give a sick leave notice)**

张老师：

(or )，。，(or other

Recently it is very cold (hot). I had a cold. I have a headache, and a fever.

symptoms/illness)。(or）（or），

My doctor (mom) let me stay home and rest (for two days). Therefore, I can’t go to the class

， (or)。

tomorrow. (I am) sorry.

，。（or

I hope I will get well soon and go back to the class.

课。）（or课了。）

I think I can go back to the class on Monday.

谢谢您！

学生

王小明

**E: Write an email response in Chinese to decline a date politely.**

|  |
| --- |
| 发件人 (From): 张英  主题 (Subject): 一起去舞会?  日期 (Date): 一月二十四日 |
| 李明：  你好！？  How did you do with your last exam?  ？。，  This weekend do you have time? I know you like to dance. There will be a dance party next weekend. I would like  ，？  To invite you to go, OK?    张英 |

张英:

。。，

Thank you for inviting me to the dance. I did terribly on my last exam. Next Monday, I still have another Chinese exam.

。、，。， This weekend I want to study, to listen to the audios and to prepare for the Chinese exam. I hope that I can do better this time. Therefore, I can’t go to the dance. I am sorry. I hope you have fun this weekend.

。 。。

祝好！

李明