

FORGIVENESS ACADEMY™ FORGIVENESS JOURNAL TEMPLATE

- ⇒ This is designed as a template to the steps outlined in Chapter 3 of the book, *The Power of Forgiveness: A Guide to Healing and Wholeness*
- ⇒ Purchase a bound journal you like and personalize it.
- ⇒ Leave enough space between each entry to complete the prompt or the instructions from the book. The page numbers are suggestions and should be determined by the size of the journal and your writing habits.

Leave the first 10-20 pages blank for free-form journaling throughout the process (however many pages you think you will use).

PAGE TITLE: People I need to forgive.

Leave 1-2 pages blank to add the names of people you realize in the process of forgiving the primary subject you also need to forgive. Come back to it when you finish working on the main subject or forgive them along the way if it can be done with a simple act of compassion.

PAGE TITLE: Self-Forgiveness Page

(If you are not working primarily on self-forgiveness)

Inevitably, as we move through the process of forgiveness, we become aware of opportunities to practice self-forgiveness. This is because as we drop our story, we become accountable for our experiences. We also see how much suffering we have allowed ourselves to endure. Save a page in your journal for the things you come to realize you need to forgive yourself for. If you find yourself distracted by something you remember, stop the process of forgiving another and work on self-forgiveness. Return to the original process after you've found some resolution.

Write down the things you perceive you have done that you need to forgive yourself for.

"I forgive [your name] for [offense]."

PAGE TITLE: Self-Care Page

5-20 pages. Write an entry every day and share how you practiced self-compassion.

Daily Prompt: Today I practiced self-care by:

PAGE TITLE: Step One: Get Clear

Leave enough space to complete the three questions below.

What are my motivations for forgiving [person's name] now? Write down why you are engaging in this process *now*. What are your truest, deepest motivations? Share how the process will make life better for you and others in practical ways.

What will success look like in the short-term and one year? Write down a few measurable outcomes for each time period. Use this as an opportunity to think about what you want; what are your expectations for the process? What do you need? Consider them to be milestones to help highlight success and to see where more work or focus is required (rather than as specific goals that imply success or failure).

What will it look like when you are finished? This is your uppermost intention. For example, realizing there is nothing to forgive or feeling completely liberated from the past. Don't try to define a date for this intention; just create space for the possibility and take the steps you need to take to get there. Write your vision down here and put a star next to it. This is what you will come back to when you need motivation.

PAGE TITLE: Step Two: Acknowledge your Suffering

5-15 pages

How has the lack of forgiveness caused you to suffer? Write down the emotional and spiritual impact of what happened. This prompt is designed to help you get in touch with how you feel, not what you think. Use feeling words and don't be afraid to include things like anger, resentment, and shame.

After completing the Emotional Awareness Exercise, each day, come back and write about the sensations you felt in your body. Don't use emotions to describe how you felt here. Use words like lighter, tense, heavy, pulsing, pin-prickly...whatever words describe the sensations you felt in your body. You will soon learn the sensations associated with love and fear. This is a powerful tool in healing and life.

PAGE TITLE: Step Three: Write down what you need to forgive the other person for.

1-4 pages

Complete the prompt: I need to forgive [name of person] for [offense].

Repeat the prompt for every incident you can think of. Leave room to go back and add additional entries over time, if appropriate.

PAGE TITLE: Step Four: Share the story with a neutral, non-judging, respectful witness.

1-5 pages

Start this step by writing the story that explains the wrongdoing. What are you forgiving? Forgive the actions of others, not their character. Don't over-think this before you start writing. Include any details that occur to you as relevant. Use this as an opportunity to share your account of the things that happened that caused you harm, and how you feel about them. Write as little or as much as you are inclined to write. In your journal, save space to add to the story along the way.

After completing the step (sharing your story) as the Step describes.

Write about how sharing the story felt. Did you experience any shifts? Did you feel heard (perhaps for the first time)? Allow yourself to feel whatever comes up and write about it here. It may have been difficult. If that is the case, write about it here.

PAGE TITLE: Step Five: Write and say, "I forgive you, [name of person], for [offense]."

3-30 pages

Write and say, "I forgive you, [name of person], for [offense]." Repeat the sentence for every offense. Repeat this process (writing and speaking) for 20-40 days.

PAGE TITLE: Step Six: Wish the other person well.

3-30 pages

Write and say, "I wish [name of the person], [well wishes developed during step]." Repeat the process until you begin to believe what you're writing fully. This will manifest as subtle changes in what you think of when you think of the person. This step can take anywhere from a week to a year or more. Rewrite and speak out loud the well-wishing statements daily.

PAGE TITLE: Step Seven: Forgive the person and release the offense.

Write and speak out loud each day, "I love you, [name of person]. I appreciate you. Thank you for being my teacher." If you are not in relationship with them, add, "You can go now." Share any resistance you find in your free-form journal. If one part of the statement above does not work at first, leave it out and work with what you're willing to say and write. Add the rest when you're ready.

PAGE TITLE: Step Eight: Ritualize and celebrate your success.

1-2 pages

Complete the following prompts.

I celebrated today by:

I ritualized my success having forgiven [name] by:

Here's what I most want to remember:

CONGRATULATIONS!