Seeking Forgiveness Worksheet

Your full name:

Date submitted:

PART 1

If you're looking to ask for forgiveness from someone you've wronged, that's good! Don't be surprised if it's difficult though, so to help you prepare to make an apology, we have a writing exercise just for you. The writing is free-form, but here are prompts to help you organize your thoughts.

First, state what you did that wronged someone. You can explain why you did it but don't make excuses.

Second, apologize and express your guilt, shame, and/or disappointment in yourself and what you did.

Third, imagine yourself talking to the person you've wronged and empathize with them. Show genuine remorse and understand how they feel. Acknowledge their perspective. If you've experienced what they're feeling before, try to identify with them.

When you're making an apology, you have to value the relationship you have with the person more than feeling less guilty and ashamed. Communicate that you are willing to mend the relationship. Ask them what you can do to compensate for what you did. Only compromise if the other party is willing to compromise. You should also make it known to them that you won't pull off what you did before and swear that you won't even try to wrong them in the same way again.

And one more thing: don't expect to be forgiven. You have wronged them, so they have every right not to forgive you. You have to make peace with that.

PART 2

Now that you know what you want to say when you apologize to the person you've wronged, you'll have to put that into action. Get in touch with them and apologize. After that, write down what happened. How did the other party respond? What did you feel throughout the conversation?

Also, write about what you plan on doing moving forward. What do you plan on doing to change? What will you do to prevent yourself from making the same mistake?