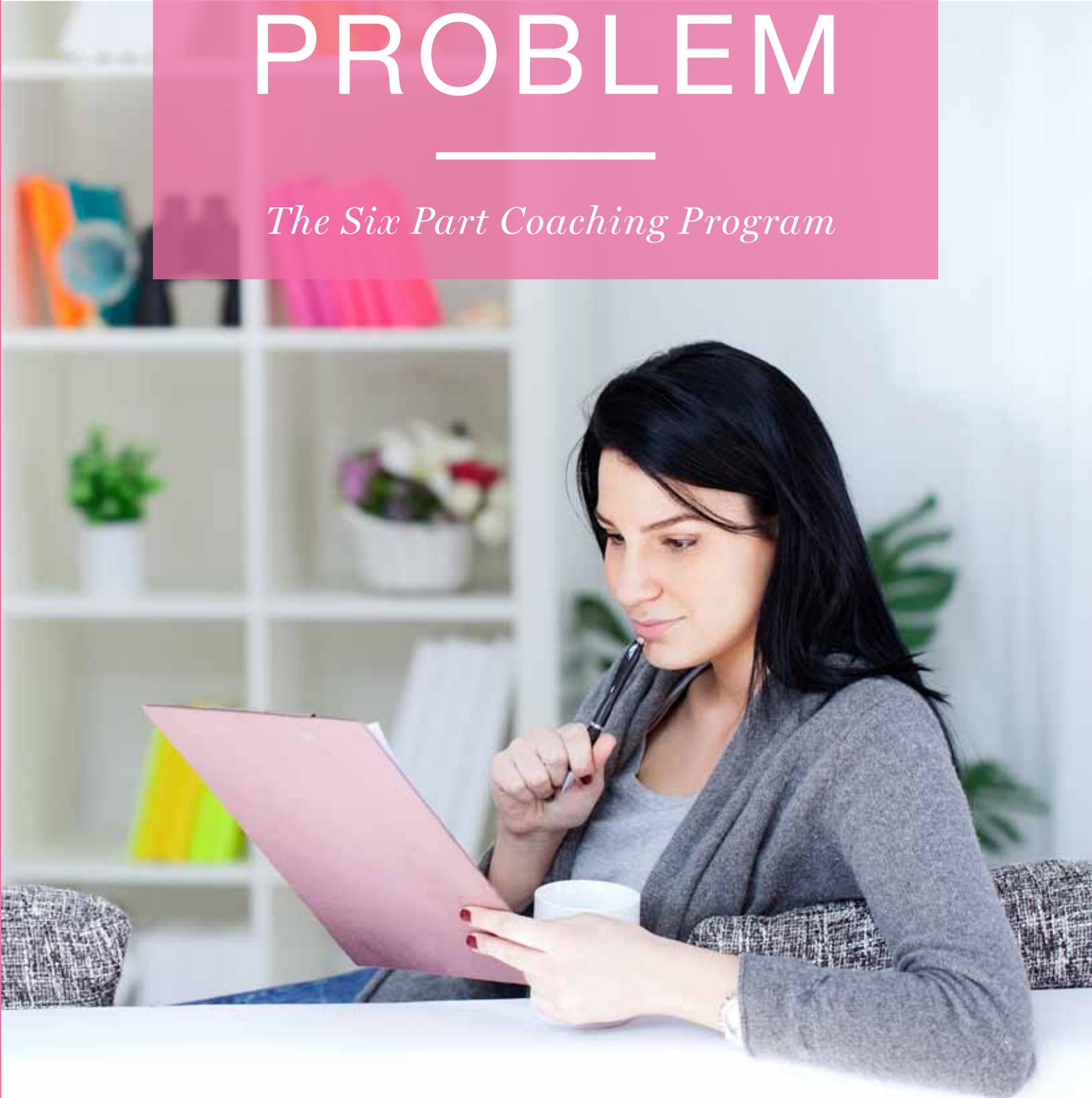


HOW TO

# SOLVE ANY PROBLEM

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*The Six Part Coaching Program*



# HOW TO SOLVE ANY PROBLEM

This program is designed to help you deal with or solve any problem you are currently having.

Your problem can be big or small, life-shattering or just annoying. This program will help you solve it.

In addition this program will teach you the meta-skill of dealing with any problem you might face in the future.

The more energy and time you put into your work on this program, the more you will take with you into your future.

We, at The Life Coach School, created this program for all of our clients and our coaches. It is a distillation of the work of thousands of hours of coaching and self-coaching.

We wish someone would have handed this program to us ten years ago, and we are thrilled to be able to share it with you.



Our only request is that you apply what is here. Please know that intellectually taking in the material will not solve any of your problems. Only when you apply what you have learned will you start to see the effects in your life.

So please know that this material can and will change your life for the better if you let it.

*Brooke*

**Brooke Castillo**

LCS

# THE SIX PART PROCESS

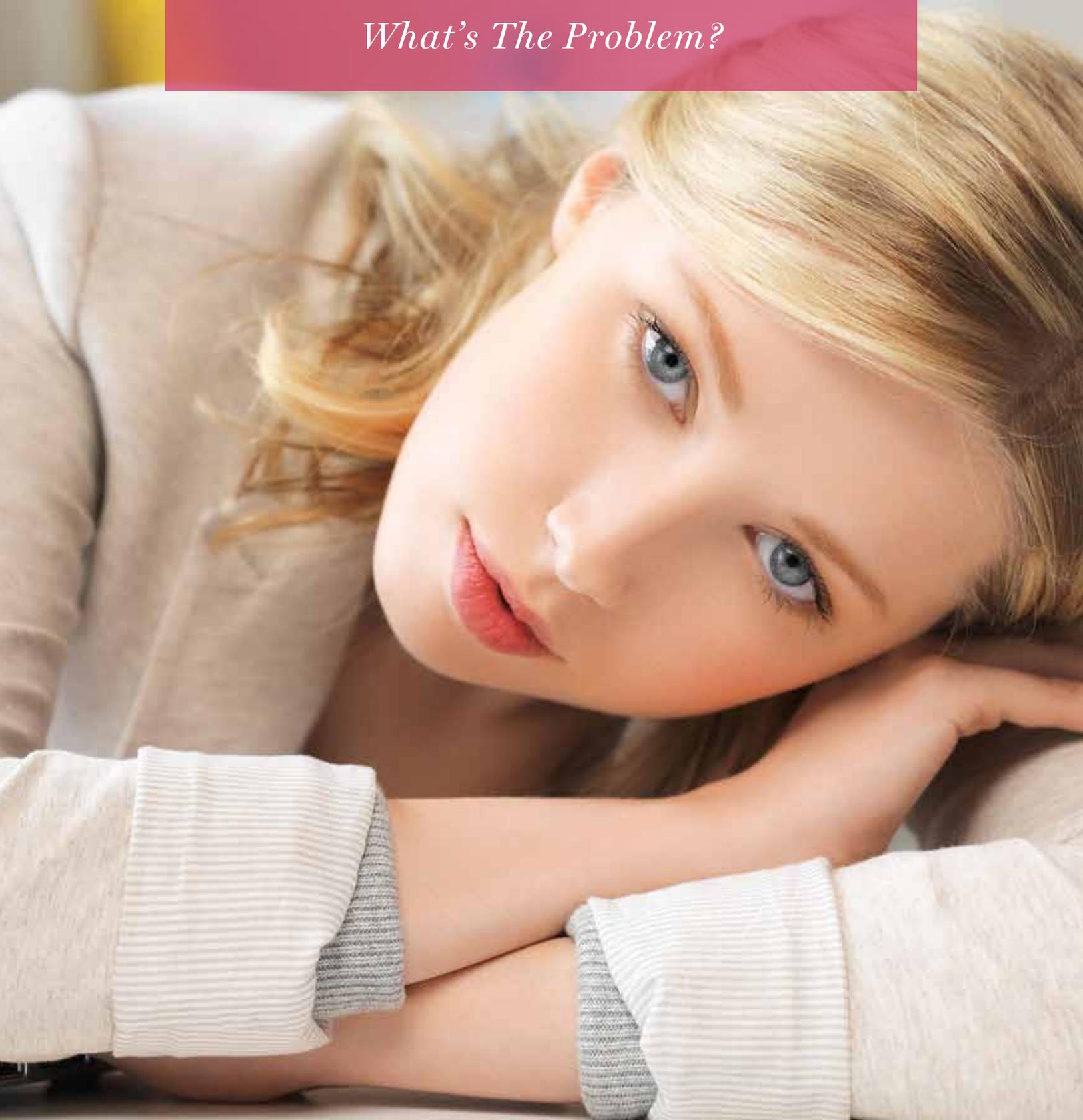
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3. What are you doing?.....pg 25
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# WHAT IS REALLY WRONG?

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*What's The Problem?*



# WHAT IS REALLY WRONG?

The first thing you have to know and learn is: what is your real problem?

Many people go through their lives ignoring, avoiding or resisting their problems until they get too big to solve without a lot of unneeded suffering.

In this first session, we are going to help you identify and name your problem.

## *THIS IS A KEY FIRST STEP*

How you think about your problem is much more important than the problem itself.

So on the next page, write out your problem without editing or censoring. We call this a “download”. There is something extremely powerful in just getting the problem out of your head and onto paper. So, right now, just start writing. Include everything.

What is the problem?

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Why do you have it?

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Why is it a problem?

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What else?

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Feel free to complain and to fill the page.

OK, so now you have the problem down on paper.  
Take a deep breath.

All problems can be simplified and categorized into  
one of five categories.

First, you must understand the five categories and  
how they are defined.

#### Circumstances

Thoughts

Feelings

Actions

Result

---

*Circumstances* are the facts, not open to interpretation.  
They can be proven in a court of law.

---

*Thoughts* are sentences in your mind about the  
circumstances.

---

*Feelings* are one-word descriptions of vibrations in  
our bodies caused by thoughts.

---

*Actions* are what we do. They include reactions,  
actions or inactions.

---

*Results* are the effects of our actions.

When you look at the problem you will most likely see it as a circumstance problem. Most everyone, when they are new to this work thinks problems are facts.

So the first step we need to take is to “separate out the facts”.

Look at what you wrote about your problem and take out everything that can be proven in a court of law. Adjectives, judgments, and anything that can be open to interpretation need to be left off this list.

Usually this list will be less than five lines, even if you filled the entire paper when you described the problem.

Use the next page to list all of the facts.

# LIST ALL THE FACTS OF YOUR PROBLEM ON THIS PAGE.

Examples:

There is a man. The man said some words.  
I have a job. I am married.



Now, when you look at the facts of your problem you will realize that your problem is not a factual circumstance. Circumstances in and of themselves are not problems.

Nothing in the external world that is factual becomes a problem until we place meaning or judgment on it.

Having \$200 in your bank account is not a problem until you make it mean something, such as believing you are poor, you won't be able to eat, you're going to be in debt, or you're not responsible.

The same goes for job losses, death, divorce or injury. None of these "facts" are ever a problem until we add meaning.

How do we know this?

If circumstances in and of themselves were problems, then everyone would have the same experience for every circumstance.

But we don't.

We all experience circumstances differently because we all apply meaning differently.

One person's death might mean everything to you, but will mean very little to someone else. So, look at the facts, the circumstances, of your problem and remember that the facts are never the problem.

---

Next, you want to identify the thoughts. Thoughts are always the ultimate cause of your problem.

This might be difficult to understand at first because most of us are not conscious or aware of our thinking – we don't separate it out from the circumstances to see that it's the ultimate cause of how we feel.

Go back to your problem page and pull out the thoughts and list them on the next page.

Remember that thoughts are just sentences in your mind. They include opinions, judgments, conclusions, ideas or related statements.

---

Write down your thoughts here:

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

It's important to notice the difference between the facts you listed and the thoughts you listed.

Your thoughts and the feelings those thoughts cause are your real problem.

At this point it may seem like semantics, but this is the first step to understanding any problem.

Always separate out the facts from the thoughts about the facts. Your thoughts are optional, the facts aren't.

So it's important to realize here that the thoughts about the problem are the real problem.

And you control those!

On the next page write about why you are choosing to think the way you are thinking about this.





WHAT DO YOU  
REALLY WANT?

---

# WHAT DO YOU REALLY WANT?

Now that you understand your brain and your thoughts are the problem, you need to see why they are the problem and how they are giving you something you don't want.

Thoughts we think, which are optional, cause our emotions. So when we think an angry thought, we have an angry feeling. Likewise when we have a joyous thought, we have a joyous feeling.

All problems are really feeling problems. Meaning, the reason we don't want to have problems is because of the way we feel when we are having them.

So think about your current problem. Think about those thoughts you have about that problem. Now, ask yourself, how do you feel when you think those thoughts?

Remember, feelings are one-word descriptions of vibrations in our bodies.

*Look at the following list and see what feeling most accurately describes how you are feeling when you think about your problem.*

## List of feelings:

---

Able	Disappointed	Good	Overjoyed	Sneaky
Adequate	Disgusted	Gung Ho	Overwhelmed	Soft
Aggravated	Dismayed	Heartbroken	Panicky	Sorrowful
Aggressive	Disorganized	Helpless	Perplexed	Sorry
Agitated	Disoriented	Hopeless	Persuasive	Super
Alone	Dissatisfied	Horrified	Perturbed	Sure
Annoyed	Distressed	Hot	Petrified	Terrified
Anxious	Down	Hurt	Pleasant	Threatened
Apprehensive	Drained	Impotent	Pleased	Thrilled
Ashamed	Durable	Inadequate	Potent	Timid
Bad	Ecstatic	Incapable	Powerful	Tired
Baffled	Elated	Insecure	Proud	Touchy
Beat	Embarrassed	Irate	Put Out	Trapped
Bewildered	Energetic	Irritated	Puzzled	Troubled
Blue	Enraged	Lazy	Regret	Uncomfortable
Bothered	Excited	Left Out	Relieved	Undecided
Capable	Exhausted	Lethargic	Remorseful	Under Par
Cheerful	Exuberant	Lifeless	Rundown	Uneasy
Confident	Fearful	Lost	Satisfied	Unhappy
Content	Fine	Lowdown	Scared	Unsatisfied
Crushed	Fired Up	Mad	Scared Stiff	Unsure
Dejected	Foggy	Mellow	Secure	Unworthy
Delighted	Forceful	Misplaced	Seething	Up
Dependent	Frightened	Mixed Up	Shaky	Upset
Depressed	Frustrated	Moody	Shocked	Uptight
Desperate	Furious	Nervous	Shy	Worried
Determined	Glad	Outraged	Small	Worthless

When I think thoughts about my problem, I feel:

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---

This feeling is caused by my thinking.

The one thought that most causes this feeling is :

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*To summarize -*

The main problem is that I feel \_\_\_\_\_

---

The reason I feel \_\_\_\_\_

is because I'm thinking \_\_\_\_\_

---

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At this point, if you're like us, you will now immediately dismiss this idea or want to change your circumstances or thought immediately.

Who could blame you?

But we want to slow you down just a bit to teach you about the power of awareness.

When you are having a problem, your first reaction is going to be to try and change or control the circumstances.

And if you can, this is not a bad way to solve problems. As soon as you change circumstances, it makes it much easier to change your thoughts and therefore your feeling.

But, more often than not, you will not be able to control the circumstances and that's when the skill of awareness can be a game changer.

By knowing that the problem is really the way you feel, and that your feelings are caused by your thoughts, you can use your awareness to get relief by "witnessing" the cause and effect of your problem.

This is a skill. Do not let the simplicity of it detract from how powerful it can be.

By "witnessing" how you are feeling, you get a moment of not feeling it. It taps into the part of yourself that is bigger than the problem.

And the part of you that isn't bogged down with the problem is creative and wise – a much better problem-solver than you resisting negative emotion.

Now comes the time when I need to remind you of something:

## *DO NOT BEAT YOURSELF UP.*

Once you start understanding that you are thinking thoughts that are ultimately causing your problems, you might be tempted to get mad at yourself for doing this.

Please don't. There is no upside to any further resistance. No one taught us this. It doesn't mean there's something wrong with you and it doesn't mean you aren't a brilliant human being. It just means your brain is efficient in repeating patterns that until now, you haven't been aware of. Be nice!

---

If you want to solve your problem, you'll need to decide how you want to feel. Instead of the way you are feeling now.

At this point, you might argue that you need to keep feeling "bad" or you won't fix the problem...

But the opposite is true. Positive emotion fuels positive action.

Take another look at the list of emotions. Of these, which is the emotion you would rather be feeling?

The feeling I want to be feeling right now is \_\_\_\_\_

\_\_\_\_\_ ,

without anything having to change. I am in control of how I feel and I can decide to feel this emotion despite the circumstances.

---



I would rather be feeling \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

when it comes to this problem. In order to change how I am feeling, I would need to change my thinking.

Do you believe this is possible? Why or why not?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



WHAT ARE  
YOU DOING?

---

# WHAT ARE YOU DOING?

When we are having “problems” in our lives, we often compound them by reacting to our emotions.

We have a negative thought based on our circumstances. This negative thought creates a negative emotion. Our emotions drive all of our actions. When we are thinking and feeling negatively we compound our problem by creating evidence for our thinking with our actions.

Let me give you an example. Let’s say you’re in a fight with your husband. You’re thinking your husband is being a jerk. You feel angry because you are thinking this. That anger will now drive your behavior. You might make cold, snide remarks to him, distancing yourself, and possibly causing him to then react thereby giving you more evidence that “he is a jerk.”

---

## *WORK WE HAVE DONE ON YOUR PROBLEM SO FAR*

Fill out the following worksheet with a summary of the work we have done so far:

## Circumstance: *(facts only)*

List the main fact here: \_\_\_\_\_

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---

## Thought: *(about the circumstance)*

List your main thought here: \_\_\_\_\_

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## Feeling: *(about your thought)*

What is the feeling you have when you think this? \_\_\_\_\_

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## Action: *(what you are doing in relation to your problem when you feel this way)*

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How does this action contribute to your problem? \_\_\_\_\_

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What evidence are you creating for your thought by acting this way? \_\_\_\_\_

---

---

Sometimes, the action is actually an “inaction” fueled by the thought. Inaction looks like avoidance, procrastination, lack of energy, or forgetting.

Notice how inaction can also create evidence for the thought you are having creating your “problem”.

Let me give you another example. Let’s say your problem is that you have gained 10 pounds and you think that makes you fat and ugly. When you think that thought, you feel shame. When you feel shame you disconnect from your body and avoid exercise. This gives you further evidence for the idea that your body is more fat and ugly than fit and capable. By avoiding exercise or taking the inaction of not exercising, you create a body that produces more evidence for the negative thought.

Go back to the page where you wrote the feeling you would rather be feeling instead of the one you are feeling. Take the next page and write down how your actions would be different if you were able to feel this way instead.

How might those actions give you a different result in relation to your problem?





WHAT DO YOU  
WANT THEM TO DO?

---

# WHAT DO YOU WANT THEM TO DO?

So many of our problems seem to be other people. Very rarely do we take full responsibility for our lives and fully own that every problem is really a thinking problem. Every problem we can solve with self-coaching.

But, for some reason, this is not what we want to hear. We don't want to be the one who changes. We want them to change.

We have manuals for people that we don't even realize we have. Just like a manual that comes with a computer, we create manuals for our husbands, children, bosses, friends, and even strangers.

We have instructions for what they should do, how they should act, what they should know, and how they should feel.

We don't offer this manual up for the other person to see. In fact, we often don't even tell them what our expectations are. We just wait and get frustrated when "our needs aren't met".

This is craziness. We are unaware that we have given away all of our power by doing this. We have set up rules for how someone else has to behave in order for us to feel good. Ultimately, we have given them full responsibility for our emotional life.

And more often than not, we set ourselves up for failure. We consistently expect people to act in a way they don't want to act. Time and time again, they show us that they don't or won't act the way we want, and then we end up constantly disappointed.

For whom do you have a manual?

Name: \_\_\_\_\_

What do you want them to do?

Make a list: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

It would be awesome if they would...

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

If they would act this way, I would feel... \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I would feel this way, because I would be thinking this: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

Notice how you believe someone else's behavior can change how you feel. It's important to remember your thoughts are what create your feelings. So what is making you feel great when someone does something is your great thought and feeling about it.

Likewise, what makes you feel negative emotion is the negative thought and feeling you are having when the person acts a certain way.

What does this mean?

We can stop doing this.

We don't have to control other people in order to control how we feel.

We can "allow" other people to be who they are and behave the way they want and feel good.

We can manage how we feel by what we think.

We can remember how others behave is not about us. We don't have to take it personally. We only have to manage how we think, feel, and behave to have the life we want.

---

So does this mean we can't make requests of other people? What about the people we live with?

Of course we can make requests of other people. We can let them know our preferences and what we like.

Where we get into trouble, is when we base how we are going to feel on whether they do it or not.

The truth is that other adults have the freedom to behave however the heck they want.

They, very simply, do not have to do what you want them to do. This is especially true if what they want and what you want are contradictory.

When you try and control other people so you can feel good, you pressure them with the job of taking care of your emotions. We like to call this emotional bondage. If you've ever been on the receiving end of this, then you know...it is not fun.

People want to be around people who accept them the way they are and don't have rules and requirements for how they should behave in order for you to feel good.

Pay attention to how often you do this. We have all participated in this emotional bondage to some extent. Notice how it affects your relationships and start exploring alternatives.

Make requests, but don't add any emotional consequences. Make requests with no strings and see how it works in your relationships.

# A REQUEST WITH NO STRINGS.

To whom do you want to make a request?

Name \_\_\_\_\_

Why do you want to make this request?

Are you willing to “allow” this person not to honor your request?

What will you make it mean if they don't honor your request?

How do you want to feel and react if they don't?

What will you make it mean if they do honor your request?

# Thoughts About Requests with No Strings vs. Manuals

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- Manuals require changes in behavior from others in order for us to feel good.
- Manuals are about our expectations and requirements for others and our reactions are based on their behaviors.
- Manuals leave us needing to control others and depend on others for our positive emotions.
- Requests are made without expectation of follow-through.
- Requests are merely declarations of desire and not requirements.
- Requests are not made with the belief that the person should honor the request.

*REQUESTS ARE TWO  
WAY CONVERSATIONS,  
NOT DEMANDS.*

When you make the request, you listen to see how the person thinks about this request and why they may or may not want to honor it. If they don't, you notice what you make it mean. Remember what they chose to do or not do is always about them, not you.

A woman with dark hair, wearing a white short-sleeved button-down shirt and a dark skirt, is smiling and looking towards the camera. She is holding a silver laptop. In the background, two other people are visible, slightly out of focus. The setting appears to be a bright office or meeting room with large windows.

WHO IS  
REALLY IN CHARGE?

---

# WHO IS REALLY IN CHARGE?

One of the reasons most of my clients and students have such a hard time with letting go of manuals is because they have long held beliefs that other people determine how we feel.

## *BELIEFS LIKE:*

1. People can hurt my feelings
2. When they act that way, it upsets me
3. It's their fault I feel sad, upset, angry or frustrated
4. They cause my misery
5. If they didn't act that way, I would be happier

These are all misguided beliefs. Remember from the first part of this course, it's always only your own thoughts that cause your feelings.

Nothing anyone else says or does is responsible for what you think, feel or do.

This is NOT to say you should always feel great or happy or positive about what others do.

If someone hits me in the face, I do not want to choose to be happy. I will choose to be upset and angry. But I own that as a choice. I know the thoughts I choose will create that feeling.

It's often very appropriate to choose sadness, fear or anger. But even more often it doesn't serve us to indulge in negative emotion because of someone's behavior. It never serves us to blame them and disempower ourselves for how we feel.

At LCS we refer to not taking responsibility for how you feel as EMOTIONAL CHILDHOOD...

*Emotional childhood is when we are dependent on others for feeling good and blaming others when we feel bad.*

We then blame our behavior fueled by negative emotions on someone else. Examples of this might be:

1. I yelled because you upset me
2. I overate because my boss yelled at me
3. I feel angry because you didn't behave the way I wanted you to
4. I am unhappy because you work too much
5. I don't feel love for you because you never buy me flowers or take me out to dinner.

## In what ways are you in emotional childhood?

---

Your emotions are always created by what you choose to think.

If you don't love someone, it's because you have chosen to think thoughts that don't inspire love. If you feel angry it's because you've chosen angry thoughts.

If you want to feel something different, you must own that choice first, and then choose to believe and think otherwise.

You will not be able to do this until you first own that your current thoughts create your current patterns.

Think back to your current problem. Are you owning it as your own creation? Have you stepped into what we call emotional adulthood and owned the real problem, your thoughts, and claimed the feelings you are experiencing as your own choice?

Emotional adulthood is your strongest position because it's where you claim your power. You own that you're the creator of your cognitive and emotional experience.

When you truly know this, so many wonderful things are created...

- You no longer need to control others.
- You start to recognize that you have the choice of how you feel no matter what happens.
- You open up to new experiences because you know you can manage your mind and therefore how you ultimately feel.
- You start feeling less controlling around others and have much more unconditional acceptance and love.

The magical strategic byproduct of emotional adulthood is unconditional love. When you stop making what others do mean anything about you, you begin to “allow” them to be exactly who they are. You start appreciating their natural way of being without trying to change it for your benefit. You get to know them in a new way without judgment, fixing or trying to change them.

On the next page, explore how you are currently participate in emotional childhood and how you might start embracing emotional adulthood. This might be a difficult exercise-but be as honest as you can. This process is life-changing.

IN WHAT WAYS ARE YOU ACTING OUT OF EMOTIONAL CHILDHOOD? DO YOU BLAME OTHERS FOR HOW YOU FEEL? DO YOU FIND YOURSELF FEELING "OUT OF CONTROL" WHEN IT COMES TO YOUR EMOTIONS? MAKE A LIST

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

MAKE A LIST OF THINGS YOU CAN START THINKING, FEELING AND DOING IN ORDER TO EMBRACE THE IDEA OF EMOTIONAL ADULTHOOD

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

A young woman with long brown hair in a ponytail, wearing a black short-sleeved dress, is smiling and waving her right hand. She is holding a black rolling suitcase with her left hand. In the background, there is a blurred airport terminal with bright lights and signs. A pink rectangular box is overlaid on the bottom half of the image, containing white text.

DO YOU WANT YOUR  
FUTURE OR YOUR PAST?

---

# DO YOU WANT YOUR FUTURE OR YOUR PAST?

One of the main causes of current problems in our lives is our programming from our past. Your past is where all your current thinking was learned.

From the time you were a small child all the way until now, you have adopted beliefs and thought patterns mostly unconsciously.

Now as an adult, you may be very efficient at thinking those thoughts without even realizing how they are affecting you.

In fact, for some of you this past programming is not only creating your current thinking, feeling and action patterns, it is also controlling your focus.

Go back to the page where you wrote down your current problem. Do you notice any references to the past? Do you recognize any past programming showing up in this current problem? Make a note of any observations on the next page.



Often, I will have clients who spend over 50% of their sessions with me talking about their past. They will recall stories from their childhood, things they experienced as young adults, and previous relationships etc.

This past-focused approach can keep you from moving forward. It perpetuates evidence for unconscious programming and doesn't allow for deeper awareness or more deliberate present thinking.

These clients typically have a hard time dreaming and thinking about the future. It's as if the past programming dominates any opportunity for drastic change or growth.

Past-focused beliefs include:

---

I'm just this kind of person

---

I've never been able to do that.

---

This always happens to me.

---

This is just the way life is.

---

It's what I've always known.

---

It's never going to change

The tricky part of being past-focused is that you are really good at it; you have been practicing it for many years. It's such an ingrained way of thinking, you may not even realize you are doing it.

Besides inhibiting growth, change, and even dreaming, past focused thinking prevents us from trying new things.

When we look to our past for confidence and for evidence we can succeed at something new, we will not be able to find it. We can only find confidence and evidence for the things we are already good at doing.

Confidence can come from new beliefs in new things, not from our past. We need to tap into the energy of our present and our future in order to create momentum.

We dream of something we want by imagining something in the future. Even if we want to recreate something we've had in our past, we need to remember it's a new creation and not a repetition.

If we only look for evidence in the past for the confidence we need to move forward, we may not be able to see the potential for change.

When we are in the past-focused loop, we can't find solutions. The solutions are always found in the present by changing our minds about what is possible and what can be different.

One of the best ways to switch from the muck of the problem you have in the past, is to ask yourself questions:

1. How do I want to think about this moving forward?
2. How can I create a different result?
3. How do I want to be different?
4. How can I change in a way that serves me?
5. How will I evolve through this?
6. What will this problem mean in 5 years?

When we are past-focused we are mired in patterns that don't serve our growth. When we are present and future-focused, we are taking control of our thinking and deciding how to think deliberately moving forward.

One of the best ways to focus your mind on the future is by setting goals and dreaming of what we want in the future.

---

How can you change the way you are thinking about your problem to make it more future-focused instead of past-focused?

1. How do I want to think about this moving forward?

---

---

2. How can I create a different result?

---

---

3. How do I want to be different?

---

---

4. How can I change in a way that serves me?

---

---

5. How will I evolve through this?

---

---

6. What will this problem mean in 5 years?

---

---

# How will you know when your problem is solved?

Problems are solved when we know how to get the answer. Think about math problems. Once we understand how to do the problem, then the answer is easy. Then we are able to do multiple problems with very little effort.

In this course I have given you the skill of problem solving that you can apply to any problem that comes your way.

## *Here is the process for review:*

1. Remember that all problems are really thinking problems.
2. It's not the problem, but how we think about the problem that matters.
3. Our thoughts cause our feelings. The reason we think things are problems is because of how we feel when we think about them. We have the option of changing our thinking if we think it will serve us better.
4. Relationship problems are usually "manual" or "emotional childhood" problems, we can solve these by taking responsibility for our emotional lives.
5. Problems are not solved by focusing on the past - we can solve problems by making changes in the present and in the future.

The truth is really that simple. But don't underestimate how powerful this simple truth is. If you apply what you have learned in this class, your life will change. I have seen it with thousands of clients. I know I can see it with you.

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I would love to hear about your success. Please email me at [brooke@thelifecoachschool.com](mailto:brooke@thelifecoachschool.com)

Also, if you are interested in learning more about The Life Coach School and what we offer, please come visit us at [TheLifeCoachSchool.com](http://TheLifeCoachSchool.com)

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