

**Finance 5345
Personal Financial Planning
Summer Quarter 2016**

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Office Hours: By Appointment

Course Objective:

This course is a survey course designed to be an introduction to and overview of personal financial planning. The object of the course is for you to learn basic personal financial planning theories and practice and apply these to construct your own personal financial plan, with the ultimate goal of increasing your net worth over time.

Success in the Course:

1-Read the required material prior to the lecture. The textbook contains basic financial planning concepts which will be augmented by the lectures. You should read the material thoroughly and attempt to understand the concepts presented.

2-Attend the lectures. The lectures will supplement the textbook, presenting material that is current and relevant to the topic covered on that class date. The material for the lectures will be drawn from financial planning education. This material is presented for your benefit and you are encouraged to use it and the textbook readings in the Case Studies and your Personal Project.

3-Submit the assignments on time. On each class date after June 26th, either a Case Study or a piece of your Personal Project will be due. Submit them on or prior to the indicated class date.

Textbook:

The Textbook is the Sixth Edition of Personal Finance by Jeff Madura with an ISBN of 978-013-408256-1. The textbook will be supplemented by the lectures.

Grading:

You are responsible for reading the required material, attending the lectures and submitting the assignments ahead of class. Your grade will be based on the following weighting:

Class Participation:	10%
Case Studies:	40%
Personal Project:	50%

Your grade for **Class Participation** will be based on your attendance and participation in class.

For **Case Studies**, you will be given a summary of a financial planning situation and respond to questions about that situation, based on the readings and lecture material.

The **Personal Project** will involve the preparation of a Personal Financial Plan (using your own personal dataset or a simulation) using a simplified format and basic financial concepts such as Present and Future Value. Any calculations will require only a basic financial calculator. No spreadsheet or special software is required for this project.

<u>Date</u>	<u>Topic</u>	<u>Readings</u>	<u>Project/Case Study</u>	<u>%</u>
26-Jun	Financial Statements & Credit			
	Introduction	Chapter 1		
	Personal Financial Statements	Chapter 2		
	Securing and Maintaining Credit	Chapter 7		
	Managing Your Credit	Chapter 8		
3-Jul	Interest, Loans & Time Value of Money			
	Banking & Interest Rates	Chapter 5		
	Personal Loans	Chapter 9		
	Time Value of Money Concepts	Chapter 3		
	Personal Project Overview			
	Case Study		Cash Flow and Net Worth	10
10-Jul	Purchasing a Home & Taxes			
	Purchasing & Financing a Home	Chapter 10		
	Tax Concepts	Chapter 4		
	Personal Project - 1		Pro Forma Cash Flow and Net Worth	15
17-Jul	Risk Management and Insurance			
	Auto and Homeowners Insurance	Chapter 11		
	Health and Disability	Chapter 12		
	Life Insurance	Chapter 13		
	Case Study		Housing Lease / Buy	10
24-Jul	Investment Planning - Part 1			
	Investing Fundamentals	Chapter 14		
	Investing in Stocks	Chapter 15		
	Investing in Bonds	Chapter 16		
	Case Study		Insurance Selection	10
31-Jul	Investment Planning - Part 2			
	Investing in Mutual Funds	Chapter 17		
	Asset Allocation	Chapter 18		
	Real Estate as Investment			
	Personal Project - 2		Pro Forma Net Worth Home, Insurance, Investments	15
7-Aug	Retirement & Beyond			
	Retirement Planning	Chapter 19		
	Tax Impacts in Retirement	Chapter 4		
	401k and IRA Planning			
	Case Study		Asset Allocation	10
14-Aug	Estate Planning & Wrap-up			
	Estate Planning - Asset Transfer	Chapter 20		

CLASS POLICIES:

Make-up Policy

No make-up assignment submittals will be accepted without legitimate excuses. If the legitimate excuses are foreseeable, they must be submitted prior to the scheduled assignment. If they are unanticipated such as medical emergencies or death of family member, you should be able to produce documentation if asked.

Use of Electronic Devices

The use of laptops, iPads, tablets, PDAs, or cellphones of any kind, or any other handheld electronic gadgets, is not allowed in class. An exception to this policy is the use of a financial calculator App on a cellphone if so directed by the instructor

Lecture Recording

For protection of proprietary knowledge and for a variety of other reasons, audio and videotaping of any class session is strictly prohibited without prior approval of the instructor.

UNIVERSITY POLICIES

*Academic Resources

- Library and Learning Commons (<http://www.seattleu.edu/learningcommons/>)
(This includes: Learning Assistance Programs, Research [Library] Services, Writing Center, Math Lab)
- Academic Integrity Tutorial (found on Angel and SU Online)

*Academic Policies on Registrar website

(<https://www.seattleu.edu/registrar/academics/performance/>)

- Academic Integrity Policy
- Academic Grading Grievance Policy
- Professional Conduct Policy (*only for those professional programs to which it applies*)

*Please note that students are expected to observe the University Integrity Policy at all times. Any group or individual work you are required to turn in must reflect your own thinking and effort. The use of material from previous quarters, other students and other sources of solutions is **explicitly forbidden**. You are **not** permitted to work or collaborate with other students or groups on homework assignments and term project. When in doubt, please consult me. Cheating will result, at the very least, in a grade of zero for the assignment in question.

*Notice for students concerning Disabilities

If you have, or think you may have, a disability (including an 'invisible disability' such as a learning disability, a chronic health problem, or a mental health condition) that interferes with your performance as a student in this class, you are encouraged to arrange support services and/or accommodations through Disabilities Services staff located in Loyola 100,

(206) 296-5740. Disability-based adjustments to course expectations can be arranged only through this process.

***TITLE IX POLICY**

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in educational programs or activities that receive Federal financial assistance. This prohibition includes sexual misconduct, which encompasses sexual harassment and sexual violence. Seattle U remains committed to providing a safe and equitable learning, living, and working environment. Seattle U offers emergency, medical, and other support resources, as well as assistance with safety and support measures, to community members who have experienced or been impacted by sexual misconduct.

Seattle U requires all faculty and staff to notify the University's Title IX Coordinator if they become aware of any incident of sexual misconduct experienced by a student.

For more information, please visit <https://www.seattleu.edu/equity/>. If you have any questions or concerns, you may also directly contact the Title IX Coordinator in the Office of Institutional Equity (**email:** oiie@seattleu.edu; **phone:** 206.296.2824)