



THE UNIVERSITY OF TEXAS AT AUSTIN  
McCOMBS SCHOOL OF BUSINESS

<b>Course Name</b>	<b>Financial Planning for Wealth Management</b>
<b>Course Number(s)</b>	<b>ACC 378, FIN 377, ACC 380K.24</b>
<b>Professor</b>	Terri Holbrook, CPA, MST
<b>Term</b>	Spring 2016
<b>Meetings, Rooms, &amp; Unique Numbers</b>	Tues/Thurs 12:30-2:00pm - UTC 4.122 (#02570, #02715, #03535) Tues/Thurs 2:00-3:30pm – GSB 5.132 (#02575, #02720, #03540) Tues/Thurs 3:30-5:00pm – GSB 5.132 (#02576, #02721, #03541)
<b>Office and hours</b>	4M.208; Tues/Thurs 5:00-6:00pm or by appointment
<b>Professor contact</b>	<a href="mailto:Terri.Holbrook@mcombs.utexas.edu">Terri.Holbrook@mcombs.utexas.edu</a> phone 512-471-2888
<b>Teaching Asst</b>	Matt Silva <a href="mailto:Matt.Silva@mba16.mcombs.utexas.edu">Matt.Silva@mba16.mcombs.utexas.edu</a>

<b>Course Description</b>	A survey of personal financial planning and wealth management, which includes insurance and risk management, investments, income tax planning, retirement planning and estate planning. Opportunities will be provided to learn financial planning strategies, to develop research techniques and methods of analysis in the personal financial planning process.
<b>Prerequisites</b>	This course is designed for undergraduate and graduate Accounting and Finance majors. Prerequisites include ACC 311, or equivalent; FIN 357, or equivalent. FIN 367, or concurrent enrollment, is recommended, but not required. It is expected that students are proficient in (1) basic statistics, (2) accounting and financial statement analysis, and (3) basics in time value of money.
<b>Learning Objectives</b>	After completing this course, students should: <ol style="list-style-type: none"><li>1. Have an understanding of the Financial Planning profession and the role of a financial planning advisor.</li><li>2. Possess a basic knowledge of the economic, legal and political environment that affects the financial services industry.</li><li>3. Be able to analyze personal financial statements and utilize budgeting techniques to meet cash flow needs and financial goals.</li><li>4. Know how to incorporate risk management techniques to protect assets, standard of living and wealth.</li><li>5. Understand basic investment topics (including investment types, risk and return, diversification, passive versus active management) and specific investment strategies necessary to allow clients a mechanism to achieve realistic goals.</li><li>6. Have an understanding of basic tax planning fundamentals for individuals and how taxes affect investment, retirement and estate decisions.</li></ol>

	7. Be able to identify strengths and weaknesses in financial situations and opportunities for problem solving.
<b>Required Text and supplemental resources</b>	Personal Financial Planning Theory and Practice, 8 <sup>th</sup> Edition ISBN: 978-1-4754-2242-9; Published by Kaplan Schweser  Other required readings and resources, as posted on Canvas

### **General Course Information Course Policies**

<b>Grading Criteria</b>	<p>Students will be evaluated through a combination of assignments, project, exams, and a qualitative “professionalism” grade. Course grades will be determined from the following allocation:</p> <ul style="list-style-type: none"> <li>• First exam (15%)</li> <li>• Second exam (15%)</li> <li>• Final exam (20%)</li> <li>• Assignments (30%)</li> <li>• Final project (10%)</li> <li>• Professionalism; described below (10%)</li> </ul> <p>A plus or minus grading scale will be used to assign final grades, with an expected distribution curve around an average GPA of 3.3 to 3.6</p>
<b>Exams</b>	<ol style="list-style-type: none"> <li>1. The exams will be administered during the times outlined in this syllabus calendar. Please reserve these times in advance so that you do not have a conflict during a scheduled exam. You must sit for the exams on the dates and times scheduled. If an extraordinary event (death in immediate family, illness requiring hospitalization, etc.), contact me before the exam and I will resolve on an individual basis.</li> <li>2. Exams will test the material covered since the last exam; however, due to the integrated nature of the material, there may be a comprehensive element to each exam.</li> <li>3. Students will be informed of the materials that are permitted in each exam.</li> </ol>
<b>Outside Reading</b>	There is assigned reading for each class meeting and you are expected to come prepared to discuss the material.
<b>Assignments</b>	Throughout the semester students will be assigned tasks to apply the material that we are learning through an Excel worksheet analysis, research activity or memorandum writing. Some of these assignments will be performed in pairs or groups and some individually. Information and due dates of these assignments will be posted on Canvas. Each assignment will be allocated points such that the total contribution to the course grade of all assignments is 30%.

<b>Final Project</b>	Students will work in groups to prepare and present an overall financial plan.
<b>Professionalism</b>	<p>In calculating your final grade, 10% will come from your display of professionalism in my class. This discretionary evaluation will be based upon the following:</p> <ul style="list-style-type: none"> <li>• Class attendance</li> <li>• Participating in class discussions</li> <li>• Evidence of preparedness by responding to class questions</li> <li>• Courteous consideration of classmates</li> <li>• Showing respect to classmates by using laptops/tablets only for class activities, and if not distracting to others</li> <li>• Turning off all cell-phones and PDAs</li> <li>• Contributing to the learning environment of the classroom</li> </ul>
<b>Class Attendance</b>	You are expected to attend all classes and absences will be noted. It is in your best interest to attend class and be prepared. If you must miss a class, it is your responsibility to contact another student to get the lecture notes and other materials that you missed.
<b>Classroom Citizenship</b>	Please turn off all cell phones, PDAs and iPods during class. Laptops or Tablets may be used only to take notes or view class materials, <u>and</u> if they are not distracting to others.
<b>Canvas and Communication</b>	This course will use the Canvas education management system found at <a href="http://www.canvas.utexas.edu">www.canvas.utexas.edu</a> . All important information, including the syllabus, class slides, additional reading materials, and assignments will be posted there. I may communicate important information via announcements or messages on Canvas and students may also communicate with me through Canvas or email.
<b>Policy on Scholastic Dishonesty</b>	The McCombs School of Business has no tolerance for acts of scholastic dishonesty. The responsibilities of both students and faculty with regard to scholastic dishonesty are described in detail in the BBA Program's Statement on Scholastic Dishonesty at <a href="http://www.mcombs.utexas.edu/BBA/Code-of-Ethics.aspx">http://www.mcombs.utexas.edu/BBA/Code-of-Ethics.aspx</a> . By teaching this course, I have agreed to observe all faculty responsibilities described in that document. By enrolling in this class, you have agreed to observe all student responsibilities described in that document. If the application of the Statement on Scholastic Dishonesty to this class or its assignments is unclear in any way, it is your responsibility to ask me for clarification. Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since dishonesty harms the individual, all students, the integrity of the University, and the value of our academic brand, policies on scholastic dishonesty will be strictly enforced. You should refer to the Student Judicial Services website at

	<p><a href="http://deanofstudents.utexas.edu/sjs/">http://deanofstudents.utexas.edu/sjs/</a> to access the official University policies and procedures on scholastic dishonesty as well as further elaboration on what constitutes scholastic dishonesty.</p>
<b>Campus Safety</b>	<p>Please note the following recommendations regarding emergency evacuation, provided by the Office of Campus Safety and Security, 512-471-5767, <a href="http://www.utexas.edu/safety">http://www.utexas.edu/safety</a>:</p> <ul style="list-style-type: none"> <li>• Occupants of buildings on The University of Texas at Austin campus are required to evacuate buildings when a fire alarm is activated. Alarm activation or announcement requires exiting and assembling outside.</li> <li>• Familiarize yourself with all exit doors of each classroom and building you may occupy. Remember that the nearest exit door may not be the one you used when entering the building.</li> <li>• Students requiring assistance in evacuation should inform the instructor in writing during the first week of class.</li> <li>• In the event of an evacuation, follow the instruction of faculty or class instructors.</li> <li>• Do not re-enter a building unless given instructions by the following: Austin Fire Department, The University of Texas at Austin Police Department, or Fire Prevention Services office.</li> <li>• Behavior Concerns Advice Line (BCAL): 512-232-5050</li> <li>• Further information regarding emergency evacuation routes and emergency procedures can be found at: <a href="http://www.utexas.edu/emergency">http://www.utexas.edu/emergency</a>.</li> </ul>
<b>Student Grievance Procedures</b>	<p>If you have a complaint regarding your grade on an exam, please discuss with me as soon as possible after the exam. I will not consider any grade changes if brought to my attention more than three days after exam results are returned to you.</p> <p>If a student has a grade grievance on his/her final course grade, the student must follow the specified procedures established by the University.</p>
<b>Drop/Add, Withdrawal or Incomplete policy</b>	<p>Please refer to the academic calendar for the last day to drop/add a course without financial or academic penalty. It is the student's responsibility to handle withdrawal requirements from any class. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.</p> <p>If a student fails to complete this course for illness or other reason deemed adequate, I will use my discretion to assign a grade of I (Incomplete). This will be handled on an individual basis.</p>
<b>Religious Holy Days</b>	<p>By UT Austin policy, you must notify me of your pending absence at least fourteen days prior to the date of observance of a religious holy day. If you must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete the missed work within a reasonable time after the absence.</p>

<b>Students with disabilities</b>	The University of Texas at Austin provides upon request appropriate academic accommodations for qualified students with disabilities. For more information, contact the Office of the Dean of Students at 471-6259, <a href="http://www.utexas.edu/diversity/ddce/ssd/">http://www.utexas.edu/diversity/ddce/ssd/</a>
-----------------------------------	---

**Course Schedule (may change with adequate notice to students)**

<b>DATE</b>	<b>TOPIC</b>	<b>READING</b>	<b>ASSIGNMENT</b>
Jan 19	General principles of financial planning, the process and profession.	Ch 1 pgs. 6-13, Ch 18 pgs. 852-858, Ch 19 pg 871	
Jan 21	External environment, including economic concepts, economic indicators, legal and political issues that affect the FP industry.	Ch 2 pgs. 18-21, 28-56.	
Jan 26	Internal environment, including client life cycle; using personal financial statements and cash flow budgets to evaluate personal debt.	Ch 3 pgs. 73-83, Ch 4 pgs. 100-144	Debt analysis and Mortgage evaluation
Jan 28	Amount and sources of education funding; using personal financial statements and budgets to determine education funding	Ch 7 pgs. 214-236	Education funding
Feb 2	Investment policy statement and risk assessment using investor questionnaire	Ch 12 pgs. 475-486, Canvas files	Risk tolerance
Feb 4	Measuring investment return and portfolio risk using CAPM and other measures; asset allocation and diversification.	Ch 12 pgs. 492-515, 599-602	Asset allocation; risk and return
Feb 9	Measuring portfolio performance return and risk against benchmarks	Canvas files	
Feb 11	Fixed income security investing	Ch 12 pgs. 521-551	Bond search on FINRA
Feb 16	Equity security investing	Ch 12 pgs. 554-580	
Feb 18	Indirect and alternative investments; options and derivatives; hedge funds, private equity, REITs, MLPs	Ch 12 pgs. 583-603	
Feb 23	Risk assessment; hedging and monetizing a single stock position	Canvas files	Hedging and monetize single stock
Feb 25	EXAM I; 6:00pm in UTC 2.102A		
Mar 1	Risk exposure and life insurance needs analysis	Ch 8 pgs. 253-285, Ch 9 pgs. 293-302	Life insurance needs analysis

<b>Mar 3</b>	Life insurance products; business and investment uses of life insurance	Ch 9 pgs. 302-328, 331-334, 362-367	
<b>Mar 8</b>	Disability, long-term care and medical insurance policies; Medicare gap	Ch 9 pgs. 335-361	
<b>Mar 10</b>	Property, casualty and umbrella liability insurance	Ch 10 pgs. 384-419	
<b>Mar 15</b>	Spring Break		
<b>Mar 17</b>	Spring Break		
<b>Mar 22</b>	Income tax fundamentals; basic individual formula; earned income and employment taxes	Ch 13 pgs. 608-623, 631-633	1040 analysis for financial planning data
<b>Mar 24</b>	Income tax basis fundamentals and property transactions	Canvas files	After-tax cash flow of property disposition
<b>Mar 29</b>	Taxation of investment and personal activities; charitable giving techniques	Canvas files	
<b>Mar 31</b>	Taxation of various business entities and tax planning maxims	Ch 13 pgs. 635-640, Ch 14 pgs. 658-679	
<b>April 4 (Mon)</b>	EXAM II; 6:00pm in UTC 2.102A		
<b>April 5</b>	No Class		
<b>April 7</b>	Retirement needs analysis	Ch 15 pgs. 706-728	Financial analysis of retirement needs
<b>April 12</b>	Sources of retirement funding; qualified plans	Ch 16 pgs. 718-720, 736-755	
<b>April 14</b>	Traditional and Roth IRAs; ROTH conversions; distribution rules and RMDs	Ch 16 pgs. 756-761	
<b>April 19</b>	Social Security benefits; annuities as tool for retirement funding	Ch 9 pgs. 328-331, Ch 11 436-455	
<b>April 21</b>	Probate process; proper titling of assets; estate documents	Ch 17 pgs. 772-787, 793-794	
<b>April 26</b>	Federal estate and gift tax system	Ch 17 pgs. 794-811	Estate tax calculation
<b>April 28</b>	Estate tax planning; various types of trusts; planning techniques	Ch 17 pgs. 787-791, 811-820	
<b>May 3</b>	Overall financial planning project		
<b>May 5</b>	Overall financial planning project		
<b>May 11-17</b>	Final Exam		