



Course Name	Financial Planning for Wealth Management
Course Number(s)	ACC 378.3, FIN 372.3, ACC 380K.24
Professor	Terri Holbrook, CPA, MST
Term	Spring 2019
Meetings, Rooms, & Unique Numbers	Mon/Wed 12:30-2:00pm – GSB 3.138 (#02615,#02490,#03475) Mon/Wed 2:00-3:30pm – GSB 3.138 (#02620,#02495,#03480) Mon/Wed 4:00-5:30pm – RRH 3.310 (#02625,#02500,#03485)
Office and Hours	CBA 4M.208; Mon/Wed 5:30-6:30pm or by appointment
Professor Contact	Terri.Holbrook@mcombs.utexas.edu office phone 512-471-2888
Teaching Assistant	Elizabeth Eliot elizabeth.eliot@mba19.mcombs.utexas.edu

GENERAL COURSE INFORMATION

Course Description	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. This course is focused on private wealth management, as opposed to institutional wealth management.
Prerequisites	This course is designed for undergraduate and graduate Accounting and Finance majors. Prerequisites include ACC 311, or equivalent; FIN 357, or equivalent. ACC 364, or concurrent enrollment is beneficial, but not required. It is expected that students are proficient in (1) basic statistics, (2) basic accounting and financial statement analysis, and (3) basics in time value of money. Students should have working knowledge of Excel spreadsheet program.
Learning Objectives	After completing this course, students should: <ol style="list-style-type: none">1. Have an understanding of the Financial Planning profession and the role of a financial planning advisor.2. Possess a basic knowledge of the economic, legal and political environment that affects the financial services industry.3. Be able to analyze personal financial statements and utilize budgeting techniques to meet cash flow needs and financial goals.4. Know how to incorporate risk management techniques to protect assets, standard of living and wealth.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.6. Have an understanding of basic tax planning fundamentals for individuals and how taxes affect investment, retirement and estate decisions.

	<p>7. Know the basic estate documents, probate issues and how various trusts are used in estate planning.</p> <p>8. Be able to identify strengths and weaknesses in financial situations and opportunities for problem solving.</p>
Text and supplemental resources	<p>Text is strongly recommended but not required.</p> <p>Personal Financial Planning Theory and Practice, 10th Edition ISBN: 978-1-4754-4086-7; Published by Kaplan Schweser. Hard copy or eBook available online directly from Kaplan (\$89.10) or other sites. Not sold at COOP. See Canvas module for order link.</p> <p>Other required readings and resources, as posted on Canvas</p>

COURSE POLICIES

Grading Criteria	<p>Students will be evaluated through a combination of assignments, exams, and a qualitative “professionalism” grade. Course grades will be determined from the following allocation:</p> <p>First exam (18%) Second exam (18%) Final exam (18%) Assignments (36%) Professionalism; described below (10%)</p> <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>
Exams	<ol style="list-style-type: none"> 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. 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. 3. Exam format is multiple choice and checkbox. Students will be informed of the materials that are permitted in each exam.
Resources and Reading	<p>The Canvas course site contains modules with all PowerPoint slide decks, articles and other resource materials. The schedule at the end of this syllabus includes text pages for each date.</p>
Assignments	<p>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. Most of these assignments will be performed in pairs. Information and due dates of these assignments will be communicated in class and posted on Canvas. Each assignment will be allocated points such that the total contribution to the course grade of all assignments is 36%.</p>



Professionalism	<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">▪ Class attendance▪ Participating in class discussions▪ Evidence of preparedness by responding to class questions▪ Courteous consideration of classmates▪ Showing respect to classmates by using laptops/tablets only for class activities, and if not distracting to others▪ Turning off all cell-phones and PDAs▪ Contributing to the learning environment of the classroom
Class Attendance	<p>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.</p>
Classroom Citizenship	<p>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, and if they are not distracting to others.</p>
Canvas and Communication	<p>This course will use the Canvas education management system found at www.canvas.utexas.edu. 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.</p>
Policy on Scholastic Dishonesty	<p>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 http://www.mcombs.utexas.edu/BBA/Code-of-Ethics.aspx. 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 http://deanofstudents.utexas.edu/sjs/ to access the official University policies and procedures on scholastic dishonesty as well as further elaboration on what constitutes scholastic dishonesty.</p>



Campus Safety	<p>Please note the following recommendations regarding emergency evacuation, provided by the Office of Campus Safety and Security, 512-471-5767, http://www.utexas.edu/safety:</p> <ul style="list-style-type: none">▪ 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.▪ 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.▪ Students requiring assistance in evacuation should inform the instructor in writing during the first week of class.▪ In the event of an evacuation, follow the instruction of faculty or class instructors.▪ 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.▪ Behavior Concerns Advice Line (BCAL): 512-232-5050▪ Further information regarding emergency evacuation routes and emergency procedures can be found at: http://www.utexas.edu/emergency.
Student Grievance Procedures	<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>
Drop/Add, Withdrawal or Incomplete policy	<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>
Religious Holy Days	<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>
Students with disabilities	<p>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, http://www.utexas.edu/diversity/ddce/ssd/</p>



COURSE SCHEDULE (may change with adequate notice to students)

DATE	TOPIC	READING	ASSIGNMENT
W-Jan 23	General principles of financial planning, the process and profession	Ch 1pgs. 6-13, Ch 18 pgs. 734-743, Ch 19 pgs. 749-751	
M-Jan 28	External environment, including economic concepts, economic indicators, legal and political issues that affect the FP industry	Ch 2	
W-Jan 30	Internal environment, including client life cycle; using personal financial statements and cash flow budgets to evaluate personal debt	Ch 3 pgs. 62-71, Ch 4	Debt analysis and Mortgage evaluation
M-Feb 4	Amount and sources of education funding; using personal financial statements and budgets to determine education funding	Ch 7	Education funding
W-Feb 6	Fixed income security investing	Ch 12 pgs. 456-479	
M-Feb 11	Equity security investing	Ch 12 pgs. 482-503	Equity earnings reports
W-Feb 13	Equity options and derivatives; passive vs. active management; ETFs vs. mutual funds	Ch 12 pgs. 428-430;506-518;521-522	
M-Feb 18	Alternative investments-hedge funds, PE and VC funds, REITs and MLPs; Investment policy statement and risk assessment	Ch 12 pg 428; Canvas files	Risk tolerance
W-Feb 20	Measuring investment return and portfolio risk using CAPM and benchmarks; asset allocation and diversification	Ch 12 pgs. 421-426;432-450;518-520	Portfolio analysis for asset allocation and risk analysis
M-Feb 25	No class. Holbrook office hours. Time to work on portfolio analysis assignment		
W-Feb 27	Risk assessment; hedging and monetizing a single stock position	Canvas files	Hedging and monetize single stock
M-Mar 4	EXAM I; 6:00pm in UTC 3.104, 3.110, 3.132		
W-Mar 6	Risk exposure and life insurance needs analysis	Ch 8, Ch 9 pgs. 255-264	Life insurance needs analysis
M-Mar 11	Life insurance products; business and investment use of life insurance	Ch 9 pgs. 265-286;289-293;315-320	
W-Mar 13	Disability, long-term care and medical insurance policies; Medicare gap	Ch 9 pgs. 293-315, Ch 11 pgs. 401-404	
M-Mar 18	Spring Break		
W-Mar 20	Spring Break		



M-Mar 25	Property, casualty and umbrella liability insurance	Ch 10	
W-Mar 27	Taxation of investments	Ch 13 pgs. 526-531;550-551, Canvas files	Gain/Loss of capital assets
M-Apr 1	Income tax fundamentals; basic individual formula	Ch 13 pgs. 533-538;545-548; Canvas files	2018 Tax formula
W-Apr 3	Taxation of Personal activities; earned income and employment taxes	Canvas files	
M-Apr 8	Taxation of various business entities	Ch 14	
W-Apr 10	Tax planning maxims; dealing with the IRS	Ch 13 pgs. 549;540-545	
M-Apr 15	EXAM II; 6:00pm in UTC 3.104, 3.110, 3.132		
W-Apr 17	Retirement needs analysis; sources of retirement funding; qualified plans	Ch 15, Chap 16 pgs. 638-654	Financial analysis of retirement needs
M-Apr 22	Employee stock options; Traditional and Roth IRAs; Asset allocation in Retirement Plans; Target Date funds; Distributions and RMDs	Chap 16 pgs. 655-661	
W-Apr 24	Social Security benefits; Reverse mortgages; annuities as tool for retirement funding	Ch 9 pgs. 287-289, Ch 11 382-400	
M-Apr 29	Probate process; proper titling of assets; estate documents	Ch 17 pgs. 666-678;682-684	
W-May 1	Federal estate and gift tax system	Ch 17 pgs. 684-700;705	Estate tax calculation
M-May 6	Wealth transfer, asset inheritance	Canvas files	Inheritance of IRA
W-May 8	Estate tax planning; various types of trusts; planning techniques	Ch 17 pgs. 678-681;701-704	
May 15-21	Final Exam TBD		