

Lyons High School

Course Syllabus – Banking and Finance

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Room: 131	Course Length: Fall Semester	Business Management & Admin Career Cluster

Course Description

Banking and Finance courses provide students with an overview of the American monetary and banking system as well as types of financial institutions and the services and products that they offer. Course content may include government regulations; checking, savings, and money market accounts; loans; investments; and negotiable instruments

Course Competencies/Learning Objectives

- Describe and abide by laws and regulations for corporate finance transactions
- Describe and abide by laws and regulations for the banking services industry
- Understand principles of Financial Analysis
- Utilize career planning concepts-tools-and strategies to explore- obtain- and develop in a corporate finance career
- Use tools-strategies and systems to operate banking equipment
- Monitor banking organization and security plans
- Describe the Loan Application Process
- Understand and Explain the significance of client/business relations

Required Text

- Business and Personal Finance

Required Supplies

- School issued laptop
- Pencil
- Paper

Student Evaluation/Grading

The following grading scale will be used:

A	100-90
B	89-80
C	79-73
D	72-68
F	67-0

Tests and Projects	30%
Assignments	60%
Final	10%

Classroom Expectations

- Arrive to class on time
- Be prepared
- Respect your classmates and teacher
- Give your all, all the time
- Be responsible for your actions
- No eating, drinking (Only clear water bottles allowed), cell phones, or iPods permitted in the classroom

Attendance Policy

Regular and prompt class attendance is an essential part of the educational experience. Lyons High School expects students to exercise good judgment regarding attendance and absences. Students will accept full responsibility for ensuring their work does not suffer because of absences. All students are expected to attend every scheduled class on time. Exceptions may be made for illness and valid emergencies.

Tardy Policy

Tardies are a classroom disruption and will be handled as a disciplinary action. Students are expected to be in their assigned seats and ready to start when the bell rings. This includes having a pencil and paper ready to use and being logged in and ready to use their computer.

Assignment/Make Up Policy

Make up work will be completed after school, or before school with special permission from the teacher concerned. This applies to all athletes and students who have jobs after school. The student is responsible for asking for their assignment from their instructors.

Plagiarism/Cheating

Plagiarism is the practice of copying words, sentences, images, or ideas for use in written or oral assessments without giving proper credit to the source. Cheating is defined as the giving or receiving of illegal help on anything that has been determined by the teacher to be an individual effort. Both are considered serious offenses and will significantly affect your course grade.