



蘇州大學  
Soochow University

## FIN 212 Personal Finance

Summer 2024

**Course Credits:** 4

**Contact Hours:** 56 hours

**Instructor:** TBA

**Email:** TBA

### **COURSE OBJECTIVES**

Personal Finance is designed to provide students with a comprehensive understanding of the basic principles and practices of economic and financial decision-making. This course will cover fundamental topics such as budgeting, taxes, consumer credit, insurance, investments, and estate planning. Additionally, students will be introduced to more advanced concepts in personal financial planning to equip them with the necessary skills to make informed financial decisions.

Upon Completion of this Course, students will be able to:

1. Understand the importance of financial planning in achieving personal financial goals;
2. Develop and implement effective budgeting strategies to manage income and expenses;
3. Analyze various types of taxes and their implications on personal finances;
4. Evaluate different forms of consumer credit and make informed borrowing decisions;
5. Develop a healthier and more holistic financial mindset;
6. Apply mindfulness techniques to enhance economic decision-making capabilities.

### **PREREQUISITES**

None

### **GRADING**

Grades will be determined by accumulating points, with 100 points being the



maximum, as follows:

ITEM	POINTS
4 Assignments	20 Points
2 Quizzes	20 Points
Midterm Exam	25 Points
Final Exam	35 Points
Total	100 Points

Late submissions will be graded at the end of the course. Grades will be assigned according to the following rule:

$$A \geq 90 > B \geq 80 > C \geq 70 > D \geq 60 > F.$$

We reserve the right to make adjustments to the overall grading policy.

## COURSE MATERIALS

### Required Texts:

*Personal Finance* by E Thomas Garman, 13th Edition, Cengage Learning, 2018.

### Recommended (Optional) Texts or Other Materials:

None

## COURSE TOPICS

MODULE	TASKS
Module 1	<p><b>Topics:</b>            Topic 1: Understanding Personal Finance            Topic 2: Career Planning            Topic 3: Financial Values, Goals, and Strategies            Topic 4: Financial Statements, Tools, and Budgets</p> <p><b>Assessments:</b>            Assignment #1</p>
Module 2	<p><b>Topics:</b>            Topic 5: Managing Income Taxes            Topic 6: Managing Checking and Savings Accounts            Topic 7: Building and Maintaining Good Credit            Topic 8: Credit Cards and Consumer Loans</p> <p><b>Assessments:</b></p>



	Assignment #2 Quiz #1
Module 3	<p><b>Topics:</b> Topic 9: Obtaining Affordable Housing Topic 10: Income and Asset Protection Topic 11: Managing Property and Liability Risk Topic 12: Risk and Risk Management</p> <p><b>Assessments:</b> Assignment #3 Midterm Exam</p>
Module 4	<p><b>Topics:</b> Topic 13: Planning for Health Care Expenses Topic 14: Life Insurance Planning Topic 15: Investment Fundamentals Topic 16: Investing in Stocks and Bonds</p> <p><b>Assessments:</b> Assignment #4 Quiz #2</p>
Module 5	<p><b>Topics:</b> Topic 17: Mutual and Exchange Traded Funds Topic 18: Pricing and Financing Real Estate Investments Topic 19: Disadvantages of Real Estate Investing Topic 20: Retirement and Estate Planning</p> <p><b>Assessments:</b> Final Exam</p>

## ATTENDANCE

1) Class attendance is required. Missing classes without permission will lead to decrease in overall grade.

Missing less than two classes: no penalty.

Missing more than two classes: 7% will be taken off from the overall grade.

If the instructor reports a student's frequent missing of class to the Soochow University Academic Administration Office, the student might get a written warning and might be prohibited from attending final exam.

2) Participants in this course are expected to arrive in class promptly and adequately prepared. The primary objective of this course is to critically engage with the readings and the subject matter. Therefore, course participants are expected to have completed



the reading prior to class and prepare thoughtful reflections/commentaries to share with fellow colleagues.

## **LEARNING REQUIREMENTS**

- 1) Late assignments are not acceptable and are subjected to grade deductions.
- 2) Assignments submitted in the wrong format will be counted as not submitted.
- 3) Failure to submit or fulfill any required course component results in failure of the class.
- 4) Make-up for midterm and final exams only with valid excuses, as defined by the University.
- 5) In order to earn a Certificate of Completion, participants must thoughtfully complete all assignments by stated deadlines and earn an average quiz score of 50% or greater.

## **TECHNOLOGY POLICY**

The use of electronic devices in class is distracting, both for the user and for the rest of the class. Only non-programmable calculators can be used in the tests and exam. Any attempts to use cell phones and other electronic communication devices will be seemed as cheating. Laptops are discouraged, unless you use them for activities DIRECTLY related to the course (eg., note taking, reading course documents).

## **ACADEMIC INTEGRITY POLICY**

Soochow University highly values the academic integrity and aims to promote the academic fairness, honesty and responsibility. Any academic dishonesty behaviors and any attempts to cheats and plagiarism will be reported to the university administration office. A written warning and the relevant penalties will be imposed. The record might be shown on the official university transcript.

## **DISABILITY ACCOMMODATION**

Soochow University is committed to maintaining a barrier-free environment so that students with disabilities can fully access programs, courses, services, and activities at Soochow University. Students with disabilities who require accommodations for



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access to and/or participation in this course are welcome.

Note:

Please contact the University Administrative Office immediately if you have a learning disability, a medical issue, or any other type of problem that prevents professors from seeing you have learned the course material.