



CAPILANO UNIVERSITY

COURSE OUTLINE		
TERM: Fall 2020	COURSE NO: BFIN 386	
INSTRUCTOR:	COURSE TITLE: Insurance for Financial Planning	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 3.0
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT

Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams. May be delivered online or as mixed mode.

COURSE PREREQUISITES

45 credits of 100-level or higher coursework including BFIN 286 or BFIN 351; Or NABU 320 or NABU 340

CALENDAR DESCRIPTION

In this course students will learn to evaluate risk exposures faced by individuals and small businesses and apply various life, disability, health, and other insurance products to address these risk exposures. Thorough coverage of insurance products and calculations to determine client needs will be addressed through case scenarios. Taxation and the context of the Canadian financial planning landscape will be covered as well as an introduction to business ethics as it relates to the industry.

REQUIRED TEXTS AND/OR RESOURCES

The Institute of Financial Educators LLQP materials will be used and each student will be required to register with both IFSE and the Canadian Insurance Participant Registry (CIPR).

Financial calculator, computer or laptop with word processing, spreadsheet and presentation software.

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

1. Gather appropriate financial and personal information from clients to assist in making risk management recommendations in moderately complex case scenarios.
2. Identify and evaluate risks faced by an individual, family and business based on moderately complex case scenarios.
3. Analyze and interpret personal and business financial situations and apply appropriate calculations in order to make risk management recommendations.
4. Use various insurance products tax effectively in financial planning.
5. Identify the rights and obligations of both parties to an insurance contract.
6. Evaluate coverage and determine appropriate private insurance plans to bridge any gaps in Canadian health care and government insurance plans.
7. Evaluate the features and appropriateness of insurance products, including life, disability, segregated funds and annuities to meet client needs.
8. Write clear, concise, sensitive, professional insurance recommendations and alternatives for clients based on moderately complex case scenarios.
9. Demonstrate understanding of the importance of and application of ethics in the insurance industry and in the broader financial planning industry.

COURSE CONTENT

Week	Topic
1	Taxation background for financial planning, insurance premiums and benefits. Review of financial planning goal setting and personal financial statements.
2	Review of TVM calculations to determine insurance needs and financial goals. Accident and disability insurance for individuals and businesses, CI, LTC, BOH, Key Person
3	Government provided insurance from EI, CPP and Workers Compensation and Group employee benefits, and assessment of gaps in income protection
4	Applications to case scenarios of health and DI insurance. Application of deductibles and coinsurance to determine gaps in family insurance coverage
5	Life Insurance terms, features, Term, Whole Life, Universal Life T100
6	Life insurance types and applications for individuals and businesses including tax sheltering (MTAR) applications to various case scenarios
7	Case scenarios including determining insurance needs for temporary risks and estate funding
8	Midterm
9	Taxation, registered plans and investment fundamentals, background to segregated funds and annuities
10	Annuities and segregated funds
11	Review annuity and Segregated funds and introduction to ethical considerations in the industry and case applications
12	Insurance and Certifies financial planning ethical practice
13	Case scenario review for final exam
14-15	Final Exam Period

EVALUATION PROFILE

<i>Assessment</i>	<i>% of Final Grade</i>
Assignments and Quizzes	15 – 40%
Midterm Test(s)*	25 – 50%
Final Exam	30 – 35%
Total	100%

*Note: No single assessment will be greater than 35%

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete “I” are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Attendance

Students are expected to attend all classes and associated activities.

English Usage

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

Students may use electronic devices during class for note-taking only.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students’ Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-life/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: <https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.