Financial Planning Certificate Program

Syllabus: FP506 Retirement and Employee Benefits Planning

CONTACT INFORMATION

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REQUIRED RESOURCES


OTHER: Financial calculator, good internet connection, webcam and headset

OPTIONAL RESOURCE


COURSE PROCEDURE AND POLICY

We employ a hybrid approach (both face-to-face and online) to teach this class. Face-to-face classes comprise 16 hours, including two Saturdays. Saturday classes are from 8:00 a.m. – 4:00 p.m. Online classes comprise 24.5 hours. Online meetings may include both one-on-one time with the instructor and meetings with the entire class. Students will need a good internet connection, a webcam and a headset for online meetings. Students must attend all face-to-face meetings and all required online meetings. The textbook, calculator and course packet are required for each face-to-face meeting.
**GRADES**

Exam 1: 30% of final grade – 30 questions – online – 70 minutes

Exam 2: 30% of final grade – 30 questions – online – 70 minutes

Exam 3: 40% of final grade – 40 questions – online – 90 minutes

Final Exam: Replaces lowest of Exams 1-3, if needed. 70% is required to pass this course.

**COURSE OBJECTIVES**

Upon completion of this course, students will:

- Define and describe retirement planning concepts relevant to personal financial planning
- Estimate retirement needs for individuals
- Formulate strategies to achieve retirement goals through qualified plans, IRAs, SEPs and 457 plans
- Define and describe both common fringe and group employee benefits

**COURSE SCHEDULE**

<table>
<thead>
<tr>
<th>Week</th>
<th>Day</th>
<th>Mode</th>
<th>Topics</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>1</td>
<td>Saturday</td>
<td>O</td>
<td>Chapter 1 Introduction to Retirement Planning</td>
<td>Ch. 1 MC Problems</td>
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| 2    | Friday   | O    | Chapter 2 Retirement Needs Analysis  
|      |          |      | Chapter 3 Qualified Plan Overview | Ch. 2 & 3 MC Problems |
|      | Saturday | F2F  | Chapter 4 Pension Plans  
|      |          |      | Chapter 5 Profit Sharing Plans | Ch. 4 & 5 MC Problems |
| 3    | Friday   | O    | Chapter 6 Stock Bonus Plans and Employee Stock Ownership Plans  
|      |          |      | Chapter 7 Distribution from Qualified Plans | Ch. 6 & 7 MC Problems Exam 1 (Chs. 1-5) |
|      | Saturday | O    | Chapter 8 Installation, Administration, and Termination of Qualified Plans | Ch. 8 MC Problems |
| 4    | Friday   | O    | Chapter 9 IRAs and SEPs  
|      |          |      | Chapter 10 SIMPLEs, 403(b) Plans, and 457 Plans | Ch. 9 & 10 MC Problems Exam 2 (Chs. 6-8) |
|      | Saturday | F2F  | Chapter 11 Social Security  
|      |          |      | Chapter 12 Deferred Compensation and Nonqualified Plans | Ch. 11 & 12 MC Problems |
| 5    | Friday   | O    | Chapter 13 Employee Benefits: Fringe Benefits  
|      |          |      | Chapter 14 Employee Benefits: Group Benefits | Ch. 13 & 14 MC Problems Exam 3 (Chs. 9-12) |
|      | Saturday | O    | Final Exam | Comprehensive |