

Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: Business Dept/Division: Finance & Econ. Alpha Designator/Number: FIN 532 Graded CR/NC

Contact Person: Mohammad A. Karim Phone: 304-696-2709

NEW COURSE DATA:

New Course Title: Financial Advising: FINRA Series 7 Preparation

Alpha Designator/Number:

F	I	N		5	3	2			
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Title Abbreviation:

F	I	N		A	D	V	I	S	I	N	G		F	I	N	R	A		S	-	7			
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(Limit of 25 characters and spaces)

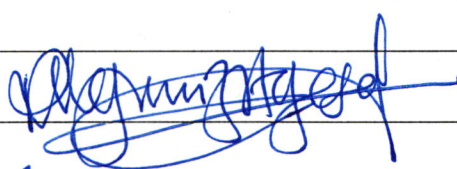
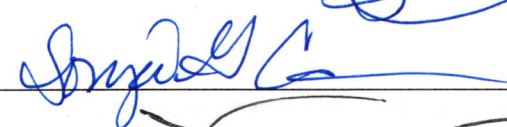

Course Catalog Description: This course prepares students for the Series 7 exam that entitles the holder to sell all types of securities products with the exception of commodities and futures.
(Limit of 30 words)

Co-requisite(s): _____ First Term to be Offered: Spring 2018

Prerequisite(s): _____ Credit Hours: 3

Course(s) being deleted in place of this addition (*must submit course deletion form*): _____

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head <u></u>	Date <u>02/06/2017</u>
Registrar <u></u>	Date <u>2-7-17</u>
College Curriculum Chair <u></u>	Date <u>23 FEB 17</u>
Graduate Council Chair _____	Date _____

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College: Business

Department/Division: Finance & Economics

Alpha Designator/Number: FIN 532

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Mohammad A. Karim
Jackie Agesa

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "**Not Applicable**" if not applicable.

Not Applicable

3. REQUIRED COURSE: If this course will be required by another department(s), identify it/them by name. Enter "**Not Applicable**" if not applicable.

Not Applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "**Not Applicable**" if not applicable.

Not Applicable

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "**Not Applicable**" if not applicable.

Not Applicable

6. COURSE OBJECTIVES: (May be submitted as a separate document)

The objective of the course is to provide well trained financial advisors and planners to US markets. In order to serve the financial advising industry, financial advisors (mostly refereed as Registered Representatives or RRs) need to pass an exam titled "FINRA Series 7 Exam". Financial Industry Regulatory Authority (also known as 'FINRA') is a non-government not-for-profit self-regulatory organization (SRO) authorized by congress to protect US investors by making sure the broker-dealer industry operates fairly and honestly. When financial advising firms such as Edward Jones hire RRs, the newly hired need to pass the series 7 exam before they can work as financial advisors. in order to reduce downtime, firms like Edward Jones, Wells Fargo etc. are collaborating with several US universities to train potential financial advisors for this skill-demanding market. Our main objective is to provide skilled financial advisors to the industry.

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7. COURSE OUTLINE (May be submitted as a separate document)

Submitted as a separate document

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

Text material: STC University Program: Understanding the Securities Industry

Published by Securities Training Corporation, 17 Battery Place, NY 10004

Course materials are from Securities Training Corporation (STC) and can be purchased using the link: <https://college.stcusa.com>

Note: It is an industry certification course and hence does not have a traditional textbook with ISBN. Rather the text material comes from a leading training provider (STC) of such courses.

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

Lecture

Invited guest lectures from Industry

Financial advising firm visit

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10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

In-class quizzes

Eight (08) module based quizzes, Final Exam

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Project: Student will develop a customer investment profile based on age, other investments, net worth, time horizon, financial situation and needs, tax status, investment objectives and experience, liquidity needs, and risk tolerance.

12. PROVIDE COMPLETE BIBLIOGRAPHY (May be submitted as a separate document)

Text material: STC University Program: Understanding the Securities Industry

Published by Securities Training Corporation, 17 Battery Place, NY 10004

Course materials are from Securities Training Corporation (STC) and can be purchased using the link: <https://college.stcusa.com>

FINRA website: <http://www.finra.org/>

FINRA Series 7 website: <http://www.finra.org/industry/series7>

STC website: <https://www.stcusa.com/>

Media News 1: <http://www.prnewswire.com/news-releases/five-financial-services-firms-now-partner-with-securities-training-corporation-to-address-industry-wide-shortage-of-financial-advisors-300199881.html>

Media News 2: http://www.herald-dispatch.com/business/program-aims-to-guide-grads-toward-being-financial-advisers/article_8d12db0c-ed0a-5c2e-b689-9180852e02b2.html

Additional Financial Planning source material: <http://www.cfp.net/become-a-cfp-professional>

Maryville University:

https://www.maryville.edu/adults/files/2014/12/Maryville_Series7_Flyer.pdf

<https://www.maryville.edu/2014/11/maryville-to-offer-series-7-exam-prep-course/>

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Please insert in the text box below your course summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:
Course Number and Title:
Catalog Description:
Prerequisites:
First Term Offered:
Credit Hours:

Department: Finance & Economics
Course Number and Title: FIN 532 Financial Advising: FINRA Series 7 Preparation
Catalog Description: Prerequisites: None
First Term Offered: Spring 2018
Credit Hours: 3

Financial Advising : FINRA Series 7 Preparation

FIN 532-XXX (CRN XXXX)

Spring XXXX (Jan 9, 2017 - May 9, 2017)

Division of Finance and Economics

Marshall University, Huntington, WV.

Course Title/Number	Financial Advising: FINRA Series 7 Preparation FINXXX
Semester/Year	XXXX
Days/Time	XXXX
Location	Corbly Hall XXX
Instructor	Mohammad A Karim
Office	CH 259
Phone	304-696-2709
E-Mail	karimm@marshall.edu
Office Hours	XXXX
University Policies	By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to www.marshall.edu/academic-affairs and clicking on "Marshall University Policies." Or, you can access the policies directly by going to www.marshall.edu/academic-affairs/policies/ . Academic Dishonesty/Excused Absence Policy for Undergraduates/Computing Services Acceptable Use/Inclement Weather/Dead Week/Students with Disabilities/Academic Forgiveness/Academic Probation and Suspension/Academic Rights and Responsibilities of Students/Affirmative Action/Sexual Harassment

Course Description: From Catalog

This course prepares students for the Series 7 exam that entitles the holder to sell all types of securities products with the exception of commodities and futures.

Course description:

Financial Advising: FINRA Series 7 Preparation course prepares students for the Series 7 exam that entitles the holder to sell all types of securities products with the exception of commodities and futures. "The Series 7 exam – the General Securities Representative Qualification Examination (GS) – assesses the competency of an entry-level registered representative to perform his or her job as a general securities representative. The exam measures the degree to which each candidate possesses the knowledge needed to perform the critical functions of a general securities representative, including sales of corporate securities, municipal securities, investment company securities, variable annuities, direct participation programs, options and government securities." The course will be taught with a combination of lectures, invited guest lectures, and student discussion and participation.

Course objective:

The objective of the course is to provide well trained financial advisors and planners to US markets. In order to serve the financial advising industry, financial advisors (mostly refereed as Registered Representatives or RRs) need to pass an exam titled "FINRA Series 7 Exam". Financial Industry Regulatory Authority (also known as 'FINRA') is a non-government not-for-profit self-regulatory organization (SRO) authorized by congress to protect US investors by making sure the broker-dealer

industry operates fairly and honestly. When financial advising firms such as Edward Jones hire RRs, the newly hired need to pass the series 7 exam before they can work as financial advisors. in order to reduce downtime, firms like Edward Jones, Wells Fargo etc. are collaborating with several US universities to train potential financial advisors for this skill-demanding market. Our main objective is to provide skilled financial advisors to the industry.

Required Texts, Additional Reading, and Other Materials

STC University Program: Understanding the Securities Industry
 Published by Securities Training Corporation. 17 Battery Place, NY 10004
 Course materials are from Securities Training Corporation (STC) and can be purchased using the link:
<https://college.stcusa.com>

The table below shows the following relationships: How each student learning outcome will be practiced and assessed in the course.

Course student learning outcomes	How students will practice each outcome in this course	How student achievement of each outcome will be assessed in this course
Students will earn the competency of an entry-level registered representative to perform his or her job as a general securities representative. The student will possess the knowledge needed to perform the critical functions of a general securities representative, including sales of corporate securities, municipal securities, investment company securities, variable annuities, direct participation programs, options and government securities.	In class lectures On demand video lectures Three practice final exams	Eight quizzes One comprehensive final exam Attendance and participation

Grading Policy

Grading policy: Grade components:

8 Quizzes	30%
1 Final Exam	50%
Project	10%
Attendance & Participation	10%
Total	100%

Quizzes: Students will take 8 module based in class quizzes, each comprises of 25 questions and time limit is 35 minutes.

Final Exam: Students will take one two and a half hour long exam at the end of the semester. This exam will have 130 multiple choice questions and time limit is two hours and 30 minutes.

Project: Student will develop a customer investment profile based on age, other investments, net worth, time horizon, financial situation and needs, tax status, investment objectives and experience, liquidity needs, and risk tolerance.

Attendance & Participation: Attendance and participation will be assessed based on in-class Socratic quizzes and participation in class discussion.

Final grade: The final grade in this class will be based on the following scale:

Letter Grade	A	75% or more.
Letter Grade	B	65% - 74.9%.
Letter Grade	C	55% - 64.9%
Letter Grade	D	50% - 54.9%.
Letter Grade	F	49% or less

Attendance Policy

Attendance is a requirement and is assumed and expected. If you have a legitimate conflict or a problem (such as illness) that requires you to miss a class session, you will not be penalized if (1) you provide me with a University Excused Absence, OR (2) you contact me about the situation as soon as possible and provide me with information from an RA, parent, guardian, police, or doctor that I can verify. Students missing more than 25% classes should seriously reflect on their commitment to this course, as missing classes is highly and directly correlated with poor performance.

Marshall University attendance policy can be found at MUBOG AA-13

(<http://www.marshall.edu/board/board-of-governors-policies/>).

Course Outline / Due Dates and Course Schedule

WEEK 1	Intro to syllabus Chapter 1: Overview of Financial Markets and Regulation
WEEK 2	Chapter 2: Registered Representatives and Financial Firms Chapter 3: Customer Accounts – Objectives and Tax Issues Chapter 4: Customer Accounts – Documentation
WEEK 3	Quiz 1 (Chapters 1 – 4; 25 questions) Chapter 5: Fundamentals of Equity Investments Chapter 6: New Issue Marketplace for Equities
WEEK 4	Chapter 7: Equity Trading Markets Chapter 8: Fundamentals of Debt Securities
WEEK 5	Quiz 2 (Chapters 5 – 7; 25 questions) Chapter 9: Corporate Debt Securities and Money-Market Instruments Chapter 10: U.S. Government and Agency Debt Securities
WEEK 6	Quiz 3 (Chapters 8 – 10; 25 questions) Chapter 11: Municipal Debt Securities – Bond Types and Tax Treatment
WEEK 7	Chapter 12: The Issuance of Municipal Securities and MSRB Rules
WEEK 8	Quiz 4 (Chapters 11 – 12; 25 questions) Chapter 13: Equity Options – Fundamentals and Basic Strategies Chapter 14: Complex Option Strategies
WEEK 9	Quiz 5 (Chapters 13 – 14; 25 questions) Chapter 15: Non-Equity Options Chapter 16: Options Account Opening Procedures, Taxation, and Trading Markets
WEEK 10	Chapter 17: Direct Participation Programs

	Catch up and review
WEEK 11	Quiz 6 (Chapters 15 – 17; 25 questions)
	Chapter 18: Investment Companies and Other Packaged Products
WEEK 12	Chapter 19: Retirement and Education Savings Accounts
	Chapter 20: Annuities and Variable Products
WEEK 13	Quiz 7 (Chapters 18 – 20; 25 questions)
	Chapter 21: Margin
	Chapter 22: Industry Rules
WEEK 14	Chapter 23: Fundamental and Technical Analysis
	Chapter 24: Economics and Suitability Summary
WEEK 15	Quiz 8 (Chapters 21 – 24; 25 questions)
	Catch up and review
Final Exam May 4, 2017	130-Question Comprehensive Examination

Course Outline / Due Dates and Course Schedule

WEEK 1	Intro to syllabus Chapter 1: Overview of Financial Markets and Regulation
WEEK 2	Chapter 2: Registered Representatives and Financial Firms Chapter 3: Customer Accounts – Objectives and Tax Issues Chapter 4: Customer Accounts – Documentation
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WEEK 14	Chapter 23: Fundamental and Technical Analysis Chapter 24: Economics and Suitability Summary
WEEK 15	Quiz 8 (Chapters 21 – 24; 25 questions) Catch up and review
Final Exam May 4, 2017	130-Question Comprehensive Examination

February 5, 2017

To whom it may concern

Subject: Request for graduate course addition

Dear Sir,

I am writing this to supplement the course addition application for the “Financial Advising: FINRA S-7” course at graduate level (FIN532). This course was developed as a result of a joint partnership with Edward Jones, a Fortune 500 company, and Marshall University. The objective of the collaboration is to supply skilled financial advisors to the financial planning industry which is currently facing a significant shortage of skilled financial planners and advisors¹. Series 7 certification is required for a Financial Advisor who wants to work as a Registered Representative in Financial Services industry

Edward Jones sponsored several universities to offer a preparation course for Series 7. Marshall University is one of the first few universities that teamed up with Edward Jones to offer such course². For the first time, we offered Series 7 prep course in the spring of 2016 as a special topic (FIN480/580) and at the end of semester 22 students successfully completed the course. We are offering this course again in spring 2017 and currently we have 16 students taking this course. Based on the current demand and growing enthusiasm from the University and Industry, we want to add it to our graduate curriculum as a cross listed elective (FIN4XX/5XX) course.

This course is not a traditional course. Hence the text materials are provided by a leading financial industry training provider named ‘Securities Training Corporation (STC)’. If further information is needed, please do not hesitate to contact me.

Thank you.

Sincerely,

Mohammad A Karim
Instructor of Series 7 course
Assistant Professor of Finance
Division of Finance and Economics, CH 259
Phone: 304-696-2709,
Fax: 304-696-3662
Email: karim.aminul@gmail.com, karimm@marshall.edu

¹ <http://www.forbes.com/sites/halahtouryalai/2012/08/08/one-of-the-fastest-growing-careers-is-in-desperate-need-of-young-talent/#4f2b527727db>

² <http://www.prnewswire.com/news-releases/five-financial-services-firms-now-partner-with-securities-training-corporation-to-address-industry-wide-shortage-of-financial-advisors-300199881.html>