



THE GRADUATE SCHOOL

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GRADUATE CERTIFICATE IN FINANCIAL PLANNING

PROGRAM OBJECTIVES:

The Graduate Certificate in Financial Planning is available to students who already completed their undergraduate degree and are interested in financial planning as a career. The program, which is registered with the Certified Financial Planner Board of Standards Inc. (CFP Board), prepares students for the financial planning field through academic preparation, experienced faculty, and career assistance.

The program consists of five courses that can be completed in one year. Courses are offered evenings and weekends on campus.

The program is offered for academic credit. Should you decide to pursue a Master of Business Administration degree at Salem State College, four Graduate Certificate in Financial Planning courses will count as MBA electives.

ADMISSION REQUIREMENTS:

- \$35.00 application fee
- Completed application form
- A complete, official transcript documenting the award of a bachelor's degree
- Official transcripts of any graduate courses taken or degrees held
- Three completed Reference for Graduate Admissions forms; references may attach a letter, but must also return the provided form
- A 500 to 1000 word, type-written, double-spaced statement of purpose addressing the following questions:
What factors in your personal and professional history have influenced you in the past and now lead you to seek admission to this program at Salem State College?
What are your long-term professional goals, and how will this program help to meet them?
Is there any other information that you think would help the admissions committee to evaluate your application?

ADDITIONAL REQUIREMENTS:

- A commitment to the financial planning profession.
- Students must demonstrate basic skills in writing and oral communication and quantitative study. As an evidence of quantitative skills, students must show proof of having completed a course in college-level math. Those who have not yet fulfilled the requirement may do so by enrolling in a college-level math course.
- All candidates for this certificate must 1) complete 15 hours of graduate course work, as described below, and 2) achieve a 3.0 grade point average overall with no more than one C.
- A review course is required to take the CFP® Certification Examination. Review courses are administered by established review course providers. A list of review course providers can be found at www.cfp.net.

COURSE DESCRIPTIONS:

FIN 751 Fundamentals of Financial Planning and Insurance

3 Credits

This course introduces students to the financial planning process with an overview of risk management and insurance, income tax planning, investment planning, retirement planning, employee benefits, and estate planning. Students will learn about time value of money, legal/ethical aspects of financial planning. The course also covers details of insurance planning.

FIN 753 Retirement and Employee Benefits Planning

3 Credits

Prerequisite: FIN 751

This course discusses the importance of retirement planning and provides students with knowledge of public plans (Social Security, Medicare, Medicaid etc.) and retirement plans including DB and DC plans and their regulatory provisions. Individual retirement plans like Keogh, SRA, IRA etc. are also discussed as are other non-qualified DC plans. Other life changing events and their impact on retirement planning are addressed.

FIN 757 Income Tax Planning

3 Credits

This course examines the federal income tax statutes as they relate to individuals, partnerships, limited liability companies, corporations, estates and trusts. The course examines how individuals can utilize their understanding of these tax statutes so as to minimize tax liabilities.

FIN 759 Estate Planning

3 Credits

Prerequisite: FIN 751

This course explores the complex legal, tax, and financial issues in transfer of property, wills, trust, gifts, etc. The course introduces students to the areas of wills, probate, marital deductions, charitable contributions, charitable trusts and planning for incapacity. Special attention is given to the use of trusts, insurance, and taxation issues in estate planning, etc. The course provides the students with the basic tools necessary to advise clients in estate planning matters.

FIN 780 Investment Analysis and Portfolio Management

3 Credits

This course examines key concepts and practices of investments. Included are topics in introduction to security markets, types of investment vehicles such as common and preferred stocks, bonds, mutual funds, and derivatives; investment environment, economy review, industry and security analysis and portfolio concepts.

Total Credits: 15

Subsequent to publication of this flowsheet, the Graduate School reserves the right to make changes in courses, program requirements, policies and regulations as circumstances dictate. There is no guarantee that any listed course will be offered in any given semester.

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Salem State College does not certify individuals to use the CFP®, CERTIFIED FINANCIAL PLANNER™ and certification marks. CFP® certification is granted solely by Certified Financial Planner Board of Standards Inc. to individuals who, in addition to completing an educational requirement such as this CFP Board-Registered Program, have met ethics, experience and examination requirements.
