**York University**

**Faculty of Liberal Arts and Professional Studies**

**School of Administrative Studies**

## AP/ADMS 3530 3.00 Finance

## Fall 2019

**Course Outline**

##### **Instructors, Class Hours, room locations**

Kwok Ho [kwokho@yorku.ca](mailto:kwokho@yorku.ca) Section E, Wednesdays, 11:30am-2:30pm, HNE 031

Section H, Mondays, 11:30am-2:30pm, HNE 031

Yogendra Acharya yogen@yorku.ca Section D, Thursdays, 4pm-7 pm, CB 115

Samuel Alagurajah [salagura@yorku.ca](mailto:salagura@yorku.ca) Section K, Tuesdays, 9am-12pm, LMP C101 (Markham)

Section L, Tuesdays, 1pm-4pm, LMP C101 (Markham)

Xiaofei Li [xiaofeil@yorku.ca](mailto:xiaofeil@yorku.ca) Section A, Fridays, 11:30am-2:30pm, HNE 031

Lois King [loisking@yorku.ca](mailto:loisking@yorku.ca) Section G, Internet (online)

##### Section C, Wednesdays 4:00pm-7:00pm HNE031

Nabil Tahani [ntahani@yorku.ca](mailto:ntahani@yorku.ca) Section F, Thursdays 2:30pm-5:30pm

##### **Course Description**

This course introduces students to the principles of finance and its applications. The course emphasizes the following two concepts: *the time value of money* and *the relationship between expected return and risk*. Topics covered include: time value of money, valuation of financial securities (e.g. bonds and stocks), choice of new projects to undertake (i.e. capital budgeting), determination of appropriate discount rates and working capital management. This course is both rich in content and fast in pace. Therefore, considerable out of class work is required for each student. Problem solving technique is essential to success in this course.

**Pre-requisites and co-requisite**

**Students without the following pre-requisites and co-requisite will be de-enrolled.**

**Pre-requisites: ECON 1000, ECON 1010, ADMS 2500,**

**Co-requisite: ADMS 2320.**

#### **Student Evaluation**

Midterm Exam 35%

Online Quizzes 10%

Learnsmart (online) Assignments 5%

Final Exam 50%

### **Grading Guidelines**

### Faculty Council has established the following Grading Guidelines: *The average final grade in the course will be between 60% to 75%.* Your final letter grade will be determined relative to the grades of all other students.

**Textbook**: **Brealey *et al.*, “Fundamentals of Corporate Finance” Sixth Canadian edition**, McGraw-Hill Ryerson, 2016.

Note: Students are required to enroll with the online Connect resources in order to complete the assignments and quizzes.

**Options for textbook and course resources:**

1. New hardcopy textbook (new copies include Connect resources)—more expensive option

**OR**

1. Connect resources (includes e-textbook)—cheaper option

#### **Method of Instruction**

A combination of lectures, discussions and problem-solving will be used. In addition to classroom lectures online resources will be used for assignments and weekly quizzes. Throughout the course, your active participation is encouraged. You are required to think, to analyze, to evaluate, and to apply problem-solving techniques. Section G (internet section) uses recorded “Voice-over PowerPoint” lectures (not recorded classroom lectures).

**Assignments and Quizzes**

Students will be required to complete weekly online assignments and quizzes. Students must purchase and be enrolled with the McGraw-Hill Connect resources in order to complete these assignments and quizzes. (See Options for textbook and course resources listed above)

**Financial Calculator**

**A financial calculator is required**. A popular and easy-to-use model (used by many students and instructors) is the **Texas Instruments BAII Plus** (about $45). Other models include the **Sharp EL-738C** (about $35) and the **Hewlett-Packard 10BII** (about $45). Instructions for these three models are given in the textbook. If you will someday pursue the Chartered Financial Analyst (CFA) designation, note that only two calculators are currently allowed for the CFA exams: the Texas Instruments BAII Plus (including the BAII Plus Professional), and a different Hewlett-Packard model, the HP-12C.

**Midterm Exam**

The midterm exam is scheduled for Saturday, October 19th, 2019 from 7:00pm to 9:30 pm.

The exam is to be held at the Keele campus. The room location will be announced later.

You may bring normal writing instruments and a calculator. For those who miss the exam for a legitimate reason the midterm exam mark will be estimated from the final exam mark. The estimation and any further adjustments will be entirely at the discretion of the course directors and not subject to any appeal. The only documentary evidence that will be accepted to support missing the midterm due to illness is the Attending Physician’s Statement (see link in the Forms and Policies section below). This form must be completely filled out and submitted to your instructor; you do not need to submit an Academic Petition Form.

Students with a midterm conflict due to religious reasons will be accommodated. If you have such a conflict, please do the following:- (i) inform your instructor in writing by the fourth class, and, (ii) complete and return a religious accommodation request form to the School’s office (282 Atkinson). The form is available online.

The religious conflict exam has been scheduled for Sunday, October 20th, 2019 from 2:00 pm to 4:30 pm.

##### **Final Exam**

The final exam will be scheduled by the registrar’s office. It will be at the Keele campus.

The final exam is cumulative (you could be tested on any aspect of the course), with at least 70% covering material after the mid-term exam. You may bring normal writing instruments and a calculator. All students who need a passing grade for the course must take the final exam.

**Formula Sheets**

The formula sheets that you will need for the midterm and final exams will be posted on the course website at least one week in advance of the exam dates. Do not bring the formula sheets to the exams with you. You will be provided with copies of them at the exams.

**Exam Review Sessions & Help Sessions**

Over the semester a number of exam review sessions and help sessions will be held at the Keele campus in order to help you prepare for both the midterm and final exams. Their schedule will be posted on the course web site. You are encouraged to attend these sessions. However, attendance is strictly voluntary.

**Deferred Standing – Missed Final Examination**

Deferred standing may be granted to students who are unable to write their final examination at the scheduled time or to submit their outstanding course work on the last day of classes. In order to apply for deferred standing in an AP/ADMS class, students must register at <https://sas-app.laps.yorku.ca/>. Immediately after registering, hand in a completed DSA form (print out the form from link below) and supporting documentation directly to the main office of the School of Administrative Studies (282 Atkinson) and add your ticket number to the DSA form. The DSA and supporting documentation must be submitted no later than five (5) business days from the date of the exam. These requests will be considered on their merit and decisions will be made available by logging into the same link as above: <https://sas-app.laps.yorku.ca/>. No individualized communication will be sent by the School to the students (no letter or e-mails).

Check the SAS website [http://www.yorku.ca/laps/sas/links.html](http://www.yorku.ca/laps/sas/links.htmlf) for any updates to the DSA registration process.

Students with approved DSAs will be able to write their deferred examination during the School’s deferred examination period, which is normally held in the first three weeks of the next semester. No further extensions of deferred exams shall be granted. The format and covered content of the deferred examination may be different from that of the originally scheduled examination. The deferred exam may be closed book, cumulative and comprehensive and may include all subjects/topics of the textbook whether they have been covered in class or not. Any request for deferred standing on medical grounds must include an Attending Physician's Statement form (see link below); a “Doctor’s Note” will not be accepted.

Students are strongly encouraged to write the regular exam. Deferred students typically get lower marks, and many fail.

It is the policy of the School of Administrative Studies--Finance area that instructors will NOT sign a DSA form if you miss both the midterm and final exams. Students in this situation will need to petition for a deferred or a late withdrawal or some other remedy appropriate to their circumstances.

**Forms and Policies**

Attending Physician's Statement form, for missed midterm or missed final exam:

<http://www.registrar.yorku.ca/pdf/attend_physician_statement.pdf>

DSA Form, for missed final exam:

<http://www.registrar.yorku.ca/pdf/deferred_standing_agreement.pdf>

DSA Process and Petitions for ADMS classes:

<http://www.yorku.ca/laps/sas/links.html>