

York University  
 Faculty of Liberal Arts and Professional Studies  
 School of Administrative Studies

**AP/ADMS 3530 3.00 Finance**

**Fall 2024 - Course Outline**

**Session Dates, Instructors, Class Hours, Location and Delivery Method**

Dates: Classes for the Fall semester begin on September 4 and end on December 3. The final exam will be held sometime between December 5 and 20 (to be announced by the Registrar's Office later in the term).

Instructor	Email	Section	Delivery/Location	Day/Time (ET)
Xiaofei Li	<a href="mailto:xiaofeil@yorku.ca">xiaofeil@yorku.ca</a>	A	LECT (in-person) Room: DB 0005	Fri, 11:30am - 2:30pm
Alex Kowalski	<a href="mailto:alexfin@yorku.ca">alexfin@yorku.ca</a>	B	LECT (in-person) Room: DB 0005	Tue, 7pm - 10pm
Loren Rita	<a href="mailto:lorenr@yorku.ca">lorenr@yorku.ca</a>	C	LECT (in-person) Room: DB 1005	Wed, 4pm - 7pm
Mohafiqul Kader	<a href="mailto:mkader@schulich.yorku.ca">mkader@schulich.yorku.ca</a>	D	LECT (in-person) Room: DB 0007	Thu, 11:30am - 2:30pm
Xiaofei Li	<a href="mailto:xiaofeil@yorku.ca">xiaofeil@yorku.ca</a>	E	LECT (in-person) Room: ACE 003	Wed, 11:30am - 2:30pm
Sam Alagurajah	<a href="mailto:salagura@yorku.ca">salagura@yorku.ca</a>	F	LECT (in-person) Room: DB 1005	Thu, 2:30pm - 5:30pm
Anh Nguyen	<a href="mailto:anhvn@yorku.ca">anhvn@yorku.ca</a>	G	ONCA (Synchronous) with in-person exams at York	Mon, 11:30am - 2:30pm
Lois King	<a href="mailto:loisking@yorku.ca">loisking@yorku.ca</a>	H	ONCA (Synchronous) with in-person exams at York	Tue, 2:30pm - 5:30pm

**ESSENTIAL NOTICE:**

The evaluation scheme and the requirements are the same for all sections. All sections have the same Connect assignments, weekly online quizzes, as well as common exams.

- Course materials will be accessed through eClass
- Weekly quizzes will be delivered through eClass;
- Weekly Connect (LS) assignments are accessed through student registration with McGraw Hill Connect (see page 3).
- The midterm exam and final exam will be held in-person at York's Keele campus for all sections.

This course is run as a partially flipped course, meaning students need to review the posted files and have completed the weekly Connect LS assignments before coming to class, as a majority of the lectures will involve problem-solving.

Students will be responsible for owning and maintaining a computer (not a phone) that will allow them to participate in all aspects of this course. See Delivery Method section below.

### 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.

### Delivery Methods

- Sections A, B, C, D, E, and F: Students will meet in-person in the locations and dates/times listed above.
- Sections G and H: (ONCA) are online, synchronous sections. More information will be provided by your instructor. Section G and H students must be available to write the midterm exam and final exam in-person at York's Keele campus. No exceptions will be granted.

All course materials, announcements, files and exam links will be posted on eClass:

<https://eclass.yorku.ca/eclass/my/>

Here are some useful links for accessing and using eClass

<https://lthelp.yorku.ca/student-guide-to-moodle>

### Pre-Requisites and Co-Requisites

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](#) (you must have already completed 2320 or are taking it in the same term as 3530).

### Student Evaluation

Midterm Exam ( <b>Sat Oct 19: Noon to 2pm</b> )	30% (in-person)
Online Quizzes	10% (eClass)
LearnSmart (online) Assignments	10% (McGraw Connect)
Final Exam (date: TBA)	50% (in-person)

## 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.

## Materials Required:

### 1. Textbook and Connect Resources:

Textbook: Brealey *et al.*, "Fundamentals of Corporate Finance" EIGHTH Canadian edition, McGraw-Hill Ryerson, 2024. (Note: This is a NEW textbook for Fall 2024)

Connect: Students are required to enroll with the online McGraw Connect resources in order to complete the Learnsmart assignments (see below).

### Options for Textbook and Connect

- I. Connect must be purchased by all students in order to complete the weekly LS (Smartbook/Connect) Assignments. This costs \$99 and includes the e-textbook. This is the cheapest option.
- II. The hardcopy textbook may be purchased from McGraw-Hill directly or from the York bookstore. Please make sure any hardcopy textbooks purchased come with the Connect Code.

Connect registration can be completed directly through a link posted on your eClass site. The link will be available a day or two prior to your first class.

### 2. Passport York account

A Passport York account is required to access the course files and weekly quizzes that are posted on eClass. Most students should already have one. Here is the link if you need help:

<https://registrar.yorku.ca/enrol/guide/ppy>

### 3. Financial Calculator – One of the following three models is recommended:

- Texas Instruments BAII Plus (about \$45) - A popular model used by many students, instructors, and TA's; or
- Sharp EL-738C (about \$35); or
- 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

Will be held on **Saturday October 19 from Noon to 2pm**. All students in all sections will write the midterm exam in-person at York's main (Keele) campus.

## Midterm Exam Conflicts

If a student has a religious conflict or other exam conflict, or misses the midterm due to illness, an alternate midterm date will be available. **Students must apply to write the alternate midterm exam by emailing their instructor with the appropriate documentation** (e.g. a Religious Accommodation Form or an Attending Physician's Statement).

## Detailed Course Schedule

Posted as a separate file on your eClass course website.

## Deferred Standing – Missed Final Exam

Deferred standing may be granted to students who are unable to write their final examination at the scheduled time. In order to apply for deferred standing in an AP/ADMS class, students must register at: <http://sas-app.laps.yorku.ca>

The DSA and supporting documentation must be submitted ONLINE no later than five (5) business days after 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. No individualized communication will be sent from the School to the students (no letter or e-mails).

For students who miss both the regular midterm (and alternate midterm) with valid documentation and the final exam and if their DSA is approved, they will be required to write a deferred comprehensive exam, which will be longer in duration and cover more content from the first half of the course than the regular deferred final exam.

All fall deferred exams for the School of Administrative Studies will most likely be held during the third weekend of January, 2025.

## Course Policies

Please review the course policies in this section. All students are expected to familiarize themselves with the following information:

- [Student Rights & Responsibilities](#)
- [Academic Accommodation for Students with Disabilities](#)

## Academic Integrity

Academic integrity is a fundamental and important value of York University. To maintain a fair and honest learning environment, you are responsible for understanding and upholding academic integrity in all courses and academic activities. You are encouraged to connect with reliable [on-campus resources](#) that

support your coursework and academic honesty. To better understand the serious consequences of breaching academic honesty policies, familiarize yourself with the [Senate Policy on Academic Conduct](#). You can learn more about upholding academic integrity in your courses by exploring [Guiding Principles for LA&PS](#) and [Academic Integrity for Students](#).

*Penalties for recent breaches of academic integrity in 3530 exams and quizzes have included multi-semester suspensions and expulsions.*

### Accessibility

York University is committed to creating a learning environment which provides equal opportunity to all members of its community. If you anticipate or experience any barriers to learning in this course, please discuss your concerns with your instructor as early as possible. For students with disabilities, contact [Student Accessibility Services](#) to coordinate academic accommodations and services. Accommodations will be communicated to Course Directors through a Letter of Accommodation (LOA). Accommodations for tests/exams normally require three (3) weeks (or 21 days) before the scheduled test/exam to arrange.

### Religious Observance Accommodation

York University is committed to respecting the religious beliefs and practices of all members of the community and making reasonable and appropriate [accommodations to adherents for observances of special significance](#). Should any of the dates specified in this syllabus for course examinations, tests, or deadlines conflict with a date of religious significance, please contact the instructor within the first three (3) weeks of class. If the date falls within the formal examination periods, you must complete and submit a [Religious Accommodation for Examination Form](#) at least three (3) weeks before the start of the exam period.

### Intellectual Property

Course materials are designed for use as part of this particular course at York University and are the intellectual property of the instructor unless otherwise stated. Third-party copyrighted materials (such as book chapters, journal articles, music, videos, etc.) have either been licensed for use in this course or fall under an exception or limitation in Canadian copyright law. Students may not publish, post on an Internet site, sell, or otherwise distribute any course materials or work without the instructor's express permission. Course materials should only be used by students enrolled in this course.

Copying this material for distribution (e.g., uploading material to a commercial third-party website) may lead to a charge of misconduct according to York's [Code of Student Rights and Responsibilities](#), the [Senate Policy on Academic Conduct](#), and/or legal consequences for copyright violations.

### Student Support and Resources

York University offers a wide range of student supports resources and services, including everything from writing workshops and peer mentorship to wellness support and career guidance. Explore the links below to access these on-campus resources:

- [Academic Advising](#) is available to provide students support and guidance in making academic decisions and goals.
- [Student Accessibility Services](#) are available for support and accessibility accommodation when required.

- [Student Counselling, Health & Wellbeing](#) offers workshops, resources, and counselling to support your academic success.
- [Peer-Assisted Study Sessions \(PASS\) Program](#) provides student study sessions for students to collaborate and enhance their understanding of course content in certain courses.
- [Student Numeracy Assistance Centre at Keele \(SNACK\)](#) supports students in courses involving math, stats, and Excel.
- [The Writing Centre](#) provides multiple avenues of writing-based support including drop-in sessions, one-to-one appointments, a Multilingual Studio, and an Accessibility Specialist.
- [Centre for Indigenous Student Services](#) offers a community space with academic, spiritual, cultural, and physical support, including writing and learning skills programs.
- [ESL Open Learning Centre \(OLC\)](#) supports students with building proficiency in reading, writing, and speaking English.
- [Learning Skills Services](#) provides tips for time management, effective study and learning habits, keeping up with coursework, and other learning-related supports.
- [Learning Commons](#) provides links to supports for time management, writing, study skills, preparing for exams, and other learning-related resources.
- [Roadmap to Student Success](#) provides students with timely and targeted resources to help them achieve academic, personal, and professional success.
- [Office of Student Community Relations \(OSCR\)](#) is responsible for administering the [Code of Student Rights & Responsibilities](#) and provides critical incident support.
- [Peer Mentorship](#) helps students transition through their first year by connecting them with upper-year students. The mentors can help find supports and resources. They also lead a community hub on campus.
- [goSAFE](#) is staffed by York students and can accompany York community members to and from any on-campus location, such as the Village Shuttle pick-up hub, parking lots, bus stops, or residences.

For a full list of academic, wellness, and campus resources visit [Student Support & Resources](#).