



**DEPARTMENT OF BUSINESS**  
**COURSE OUTLINE – WINTER 2012**  
**BA 2740 – INSURANCE AND RETIREMENT**

**INSTRUCTOR:** Lori Bombier                      **PHONE:** 780-539-2711  
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**OFFICE HOURS:** Tues. & Thurs. 11:30 – 12:50

**PREREQUISITE(S)/COREQUISITE:** BA 1050 or consent of instructor.

**REQUIRED TEXT/RESOURCE MATERIALS:** Retirement and Estate Planning in Canada: Second Edition. Coleen Clark.

**CALENDAR DESCRIPTION:** This course is intended to introduce students to the terminology and fundamentals of insurance. It will also look at different types of insurance contracts, risk management and retirement planning.

**CREDIT/CONTACT HOURS:** BA 2740 is a 3 credit course consisting of 45 hours of instruction.

**DELIVERY MODE(S):** BA 2740 consists of three hours of lecture per week.

**OBJECTIVES (OPTIONAL):**

- To understand how the elements of risk and insurance fit into the financial plans of individuals.
- To understand the different types of private insurers and the various types of government –run insurance programs.
- Be able to determine how much retirement income a client will need to reach their retirement goals.
- Be able to identify the sources of retirement income available.

**TRANSFERABILITY:**

**\*\* Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability**

**GRADING CRITERIA:**

Assignments (2 @ 5%)	10%
Quizzes (2 @ 12.5%)	25%
Mid-Term	25%
Final Exam	35%
Participation	5%

Class Professionalism: 5% of the final grade will be attributed to participation and attendance in class. In order to get the most out of class regular attendance and active participation is encouraged. Repeated lateness will be viewed similar to an absence in class. 5 or more absences will be in jeopardy of receiving a zero for professionalism. Disruptive classroom behavior will also be viewed as “not professional”... i.e. excessive/disruptive talking, texting, taking phone calls, ect.

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A <sup>+</sup>	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89.99	
A <sup>-</sup>	3.7	80 – 84.99	FIRST CLASS STANDING
B <sup>+</sup>	3.3	77 – 79.99	
B	3.0	73 – 76.99	GOOD
B <sup>-</sup>	2.7	70 – 72.99	
C <sup>+</sup>	2.3	67 – 69.99	SATISFACTORY
C	2.0	63 – 66.99	
C <sup>-</sup>	1.7	60 – 62.99	
D <sup>+</sup>	1.3	55 – 59.99	MINIMAL PASS
D	1.0	50 – 54.99	
F	0.0	0 – 49.99	FAIL
WF	0.0	0	FAIL, withdrawal after the deadline

### EVALUATIONS:

The Mid-Term will be written approximately at the end of week 7.

The final exam will be scheduled during the exam week by the registrar's office.

- All quizzes, mid-terms and finals will be written as scheduled.
- \*No rewrites will be given on missed quizzes or midterms. If there is an excusable absence the weighting of the missed quiz/exam will be added onto the final exam weighting.

## STUDENT RESPONSIBILITIES:

Grande Prairie Regional College Calendar

Academic Regulations

### Debarred From Exams

“You may be **refused permission to write a final examination** in a course on the advice of the instructor concerned. This usually happens when absences are excessive or if significant parts of required assignments or lab work are not completed.”

Student Conduct

- **Your responsibility** as a student is to arrive on time and remain for the duration of scheduled classes and related activities.
- **Your responsibility** as a student is to respect faculty member’s right to enforce the attendance requirements for the course.

## STATEMENT ON PLAGIARISM AND CHEATING:

Refer to the Student Conduct section of the College Admission Guide at

<http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at [www.gprc.ab.ca/about/administration/policies/\\*\\*](http://www.gprc.ab.ca/about/administration/policies/**)

\*\*Note: all Academic and Administrative policies are available on the same page.

## **COURSE SCHEDULE/TENTATIVE TIMELINE:**

<b>Week</b>	<b>Topic</b>	<b>Required Reading</b>
1	Risk, Risk Management and Insurance	N/A
2	Life Insurance Products	N/A
2/3	Disability/Critical Illness Insurance	N/A
3	Group Insurance	N/A
4	Retirement Planning	Ch. 1
5	Factors Affecting Retirement Planning	Ch. 2
6	Government Pensions Plans	Ch. 3
7	RPPs / Pension Adjustments	Ch. 4 & 5
8	RRSPs and Other Savings Plans	Ch. 6
9	Retirement Income Options	Ch. 7
10	Estate Planning	Ch. 8
11	Family Law and Power of Attorney	Ch. 9
12	Disposing of Estate Assets	Ch. 10
13	Review	All