GAVILAN COLLEGE
5055 Santa Teresa Blvd
Gilroy, CA 95023

Course Outline

COURSE: BUS 14 DIVISION: 50 ALSO LISTED AS: ECON 14

TERM EFFECTIVE: Summer 2025 CURRICULUM APPROVAL DATE: 05/13/2025

SHORT TITLE: PERSONAL FINANCE

LONG TITLE: Personal Finance

Units	Number of Weeks	Type	Contact Hours/Week	Total Contact Hours
3	18	Lecture:	3	54
		Lab:	0	0
		Other:	0	0
		Total:	3	54

Out of Class Hrs:	108.00
Total Learning Hrs:	162.00

COURSE DESCRIPTION:

This course is designed to equip students with specific knowledge and skills enabling them to make sound financial decisions over the course of their life, in order to build and maintain wealth. Students will develop quantitative reasoning and critical analysis abilities, and will apply them to topics including: budgeting, time value of money calculations, financial planning, retirement planning, tax planning and related calculations, investing, credit and credit cards, insurance, and estate planning. Students will take a hands-on approach to learning by using mathematical reasoning and formulae to solve problems and complete projects. Instructors will provide student- centered activity-based instruction, which emphasizes the conceptual understanding and skills of mathematics and quantitative reasoning to develop competence and confidence in problem solving abilities. This course is also listed as ECON 14. Prerequisite: Placement as determined by the college's multiple measures assessment process or completion of a course taught at or above the level of intermediate algebra.

PREREQUISITES:

Score of 2600 on MM Placement Tool Math
OR
Score of 2600 on MM CCCApply Math
OR
Completion of MATH 242, as UG, with a grade of C or better.
OR
Completion of MATH 233, as UG, with a grade of C or better.
OR
Completion of MATH 235, as UG, with a grade of C or better.
OR
Completion of MATH 240, as UG, with a grade of C or better.

CREDIT STATUS: D - Credit - Degree Applicable

GRADING MODES

L - Standard Letter Grade

REPEATABILITY: N - Course may not be repeated

SCHEDULE TYPES:

02 - Lecture and/or discussion
05 - Hybrid
71 - Dist. Ed Internet Simultaneous
72 - Dist. Ed Internet Delayed

STUDENT LEARNING OUTCOMES:

By the end of this course, a student should:

1. students will be able to apply time value of money concepts and formulae to perform financial planning calculations.
2. students will be able to use quantitative reasoning skills to apply federal tax codes in order to accurately compute adjusted gross income and tax liability.
3. students will be able to apply quantitative reasoning and critical thinking skills when articulating the trade-offs among different investment opportunities.
4. students will be able to use quantitative reasoning skills to construct a personal balance sheet and calculate net wealth.

COURSE OBJECTIVES:

By the end of this course, a student should:

1. apply time value of money concepts to calculate annual savings requirements needed to meet specific retirement plans.
2. explain different sources of risk associated with investing in stocks.
3. apply the expected value formula to identify the factors contributing to different premiums for different people across insurance policies.
4. apply the IRS framework to calculate tax liability.
5. set financial goals and use quantitative reasoning to create plans to achieve them.

COURSE CONTENT:
Curriculum Approval Date: 05/13/2025
(9 hours)
Topics:
Making Financial Decisions
Your Life Situation and Financial Planning
Social and economic influences
Financial Planning
Developing and Achieving Financial Goals
Opportunity Costs and Time Value of Money
Performing Time Value of Money Calculations
Career Choice and Financial Planning
(3 hours)
Topics:
Money Management Skills
Psychology of Money: Wealth and Status
Components of Money Management
Personal Financial Statements
Your Cash Flow Statement: Inflows and Outflows
Money Management and Achieving Financial Goals
(3 hours)
Topics:
Taxes in Your Financial Plan
Planning Your Tax Strategy
Calculating Federal Tax Liability and Adjusted Gross Income
Social, Family, Cultural Implications
Tax Preparation Services
Tax Planning Strategies
Consumer Purchasing
Investment Decisions
Retirement and Education Plans
(3 hours)
Topics:
Financial Services: Savings Plans and Payment Accounts
Financial Services and Economic Conditions
Comparing Savings Plans
Money Market Accounts and Funds
U.S. Savings Bonds

(**COURSE CONTENT(CONTINUED):**
6 hours)
Topics:
Consumer Credit: Advantages, Disadvantages, Sources, and Costs
The Importance of Consumer Credit in Our Economy
Psychological implications of credit
Uses and Misuses of Credit
General Rules of Credit Capacity
Credit Scores
Familial and Social Obligations
Cosigning a Loan
Consumer Credit Protection Laws
Managing Your Debts
Financial Counseling Services
Declaring Personal Bankruptcy
(3 hours)
Topics:
Consumer Purchasing Strategies
Warranties
Research-Based Buying
Major Consumer Purchases: Buying Motor Vehicles
Legal Options for Consumers
(3 hours)
Topics:
Selecting and Financing Housing
Evaluating Renting and Buying
Lifestyle and Housing Choices
The Finances of Home Buying
Home-Selling Strategy
(4 hours)
Topics:
Home and Automobile Insurance
Insurance and Risk Management for Various Life Stages
Risk Management Methods
Physiological Factors Affecting Options and Cost
Property and Liability Insurance
Home and Property Insurance
Renter’s Insurance
Automobile Insurance Coverages
No-Fault Insurance
Factors Contributing to Insurance Premiums (expected value formula)
(3 hours)
Topics:
Health and Disability Income Insurance
Health Insurance and Financial Planning
Private Health Care Plans and Government Health Care Programs
Health Insurance and the Patient Protection and Affordable Care Act of 2010
Disability Income Insurance

(**COURSE CONTENT(CONTINUED):**
(3 hours)
Topics:
Financial Planning with Life Insurance
The Principle and Psychology of Life Insurance
Estimating Your Life Insurance Requirements
Financial Planning with Annuities
Tax Considerations
(3 hours)
Topics:
Investing Basics and Evaluating Bonds
Asset Allocation and Diversification
The Psychology of Investing in Bonds
Government Bonds and Debt Securities
Corporate Bonds
Current Yield Calculations
Trade-offs Among Investment Opportunities
(3 hours)
Topics:
Investing in Stocks
Common and Preferred Stock
Numerical Measures That Influence Investment Decisions
Dividend Yield and Total Return
Long-Term and Short-Term Investment Strategies
(3 hours)
Topics:
Investing in Mutual Funds
The Psychology of Investing in Funds
Classifications of Mutual Funds
Managed Funds versus Index Funds
(3 hours)
Topics:
Starting Early: Retirement and Estate Planning
Conducting a Financial Analysis
Estimating Retirement Living Expenses
Employer Pension Plans
Public Pension Plans
Personal Retirement Plans
Annuities
Legal Documents
Types of Wills
Types of Trusts
Taxes and Estate Planning
(2 hours) FINAL EXAM.

METHODS OF INSTRUCTION:
Lecture, demonstration, discussion, collaborative student projects.

OUT OF CLASS ASSIGNMENTS:
Required Outside Hours 108
Assignment Description
Homework for each week:
Read the chapters covered in the class lectures, and do
the homework at
the end of the chapters.

METHODS OF EVALUATION:
Writing assignments
Evaluation Percent 25
Evaluation Description
10% - 30%
Written homework
Reading reports

Problem-solving assignments
Evaluation Percent 15
Evaluation Description
10% - 70%
Homework problems
Quizzes
Exams

Skill demonstrations
Evaluation Percent 15
Evaluation Description
10% - 50%
Performance exams

Objective examinations
Evaluation Percent 45
Evaluation Description
30% - 70%
Multiple choice
True/false
Matching items
Completion

REPRESENTATIVE TEXTBOOKS:
Focus on Personal Finance, Jack Kapoor, McGraw Hill, 2024 or a comparable textbook/material.
Rationale: This is an outstanding textbook.
12+ Grade Verified by: MS Word

ARTICULATION and CERTIFICATE INFORMATION

Associate Degree:
CSU GE:
CSU B4, effective 202130
IGETC:
CSU TRANSFER:
Transferable CSU, effective 202130
UC TRANSFER:
Not Transferable

SUPPLEMENTAL DATA:

Basic Skills: N
Classification: Y
Noncredit Category: Y
Cooperative Education:
Program Status: 1 Program Applicable
Special Class Status: N
CAN:
CAN Sequence:
CSU Crosswalk Course Department:
CSU Crosswalk Course Number:
Prior to College Level: Y
Non Credit Enhanced Funding: N
Funding Agency Code: Y
In-Service: N
Occupational Course: D
Maximum Hours:
Minimum Hours:
Course Control Number: CCC000435825
Sports/Physical Education Course: N
Taxonomy of Program: 050100