1997

Certified Financial Planner Certificate Program

Nova Southeastern University

NOVA SOUTHEASTERN UNIVERSITY

CERTIFIED FINANCIAL PLANNER

CERTIFICATE PROGRAM

School of Business and Entrepreneurship
Institute of Financial Studies
3100 SW Ninth Avenue
Fort Lauderdale, FL 33315
(954) 796-3067

NOVA SOUTHEASTERN UNIVERSITY

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School of Business and Entrepreneurship
Institute of Financial Studies

Certified Financial Planner Certificate Program

The Certified Financial Planner Program is designed for financial professionals who wish to obtain a comprehensive education in the practice of financial planning and attain the Certified Financial Planner (CFP) designation.

Certified Financial Planner and CFP are service marks of the Certified Financial Planner Board of Standards (CFPBS). The SBE program at Nova Southeastern University meets the educational standards for certification established by the CFPBS.

Curriculum

The certified financial planner certificate program is comprised of six courses. Fundamentals of Financial Planning, Insurance Planning, Investment Planning, Income Tax Planning, Retirement Planning and Employee Benefits and Estate Planning. Foremost, the program is structured to provide a comprehensive education in the practice of financial planning. The program further provides the educational requirements for examination for the designation of Certified Financial Planner (CFP), as specified by The Certified Financial Planner Board of Standards.

A student must successfully complete the six course curriculum to receive the certificate in financial planning. A 3-hour multiple choice examination is administered the last class session of each class.

CFP I	Fundamentals of Financial Planning
CFP II	Insurance Planning
CFP III	Investment Planning
CFP IV	Income Tax Planning
CFP V	Retirement Planning and Employee Benefits
CFP VI	Estate Planning

The comprehensive review session, CFP VII, will be offered three times per year and is scheduled in coordination with the CFP Board of Standards comprehensive examination test dates.

Course Descriptions

Fundamentals of Financial Planning: CFP I

This course introduces students to the fundamental issues of personal financial planning. The course construct is based on the learning objectives specified by the CFP Board of Standards with emphasis on the process of financial planning. This course is designed to provide students with an understanding of the concepts of the financial planning process, the economic environment, the time value of money, the legal environment, financial analysis, and ethical and professional considerations in financial planning. This course is intended to be first of a series of six courses in a preparatory program for the CFP comprehensive examination and is designed to meet the educational requirements for certification in financial planning.

Insurance Planning: CFP II

This course introduces students to the application of insurance planning and risk management in personal financial planning. This course is designed to provide students with an understanding of the concepts of identification of risk exposure, legal aspects of insurance, property and liability policy analysis, life insurance policy analysis, health insurance policy analysis, employee benefits, social insurance, insurance regulation, and principles of insurance taxation.

Investment Planning: CFP III

This course introduces students to investment planning in the personal financial planning process. The course is designed to provide students with an understanding of the concepts of investment regulation, client assessment, investment theory, environment and financial markets, strategies and tactics, modern portfolio theory, and integration.

Income Tax Planning: CFP IV

This course introduces students to the application of income tax planning in personal financial planning. This course is designed to provide students with an understanding of the concepts of the fundamentals of income taxation, tax computations and concepts of tax planning.

Retirement Planning and Employee Benefits: CFP V

This course introduces students to the application of retirement planning and employee benefits in personal financial planning. This course is designed to provide students with an understanding of the concepts of the ethical considerations, social security and Medicare benefits, retirement plan types, qualified plan characteristics, distributions and distribution options, group insurance benefits, other employee benefits, and analysis of retirement factors.

Estate Planning: CFP VI

This course introduces students to the application of estate planning in personal financial planning. This course is designed to provide students with an understanding of the concepts of the fundamentals of estate planning, estate planning considerations and constraints, tools and techniques for general estate planning, and the tools and techniques for special estate planning situations.

Comprehensive Review: CFP VII

This course construct is based on the learning objectives specified by the CFP Board of Standards. This course provides a summary of the six component courses of the financial planner program in preparation for the CFP comprehensive examination. The course is designed to review the educational requirements for program participants who have completed the six courses and for Certified Public Accountants (CPA) and Attorneys who are challenging the CFPBS comprehensive exam.

Program Format

Each session is 30 hours and will be held week nights. The sessions are three hours per evening from 6 p.m. to 9 p.m., one evening per week for 10 weeks.

The program is scheduled so an individual can complete the program in 18 months. The program may be accelerated to allow completion in nine months.

Classes begin in January, April, July, and October.

The comprehensive review program is 40 hours, and is scheduled three times per year.

Admission Requirements

Applicants are required to have a baccalaureate degree or two years of financial planning experience.

The requirement established by the Certified Financial Planner Board of Standards (CFPBS) to attain the CFP designation is:

a. Baccalaureate degree and 3 years of financial planning experience, or
b. 5 years of financial planning experience

Cost

There is a one time application fee of $50.

The cost of each session is $450 plus the cost of the required text(s).

The cost of the comprehensive review course is $600 plus the required CFP review texts.

For Information

Please call Robert Lovett, CFP
Director, Institute of Financial Studies
(954) 796-3067 800-672-7223, Ext. 5100
Email: lovettrd@sbe.nova.edu

Notice of Nondiscrimination

Nova Southeastern University admits students of any race, color, sex, age, nondisqualifying disability, religion or creed, or national or ethnic origin.

NOVA SOUTHEASTERN UNIVERSITY

NOVA SOUTHEASTERN UNIVERSITY
Certified Financial Planner Program (CFP)
Application

PERSONAL

Name ____
(Last) (First) (Middle)

Street Address ____

City ______________________ State ___ Zip Code __________

Telephone-Day ( ) _ _ _ - _ _ _ _ Telephone-Evening ( ) _ _ _ - _ _ _ _

Social Security # _ _ _ - _ _ - _ _ _ _ Date of Birth __ / __ / 19 __ Male__ Female__

EMPLOYMENT

Employer ____

Position ______________________ Telephone ( ) ___-____ Extension ___

Pager ( ) ___-____ Fax ( ) ___-____ e-mail ______________________

EDUCATION AND PROFESSIONAL DEVELOPMENT

College/University ____

Degree(s) Earned ______________________________ Major __________

Professional Designations ______________________________________

Financial Planning Experience ___________________________________

PAYMENT METHOD *($50 Application Fee)*

Check Number __________ Date _ _ / _ _ / 19 _ _

(Make check payable to Nova Southeastern University - SBE)

I hereby authorize a charge to be made to my credit card (Check one)

VISA _____ MC _____ AMEX _____

Account Number _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ Expiration Date_ _ _ _ _ _ _

Signature: ______________________________________ Date: __ / __ / 19 __

Forward to: Nova Southeastern University, School of Business and Entrepreneurship
Institute of Financial Studies, 3100 SW 9th Avenue, Fort Lauderdale, FL 33315

NOVA
SOUTHEASTERN
UNIVERSITY

NOVA SOUTHEASTERN UNIVERSITY

Certified Financial Planner Program (CFP)

Registration

Name ____
(Last) (First) (Middle)

Street Address ______________________________________

City __________________________ State ____ Zip Code __________

Telephone-Day (   ) _ _ _ - _ _ _ _ Telephone-Evening (   ) _ _ _ - _ _ _ _

Social Security # _ _ _ - _ _ - _ _ _ _

Session ________________________ Semester ______________________

Location ________________________

Tuition $450.00 Comprehensive Review $600.00

Payment Method:

Check Number __________ Date _ _ / _ _ / 19 _ _
(Make check payable to Nova Southeastern University - SBE)

Credit Card _____
I hereby authorize a charge to be made to my credit card (Check one)

VISA _____ MC _____ AMEX _____

Account Number _

Expiration Date _ _ / _ _ / _ _ _ _

Signature ______________________________ Date _ _ / _ _ / 19 _ _

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Institute of Financial Studies
3100 SW 9th Avenue
Fort Lauderdale, FL 33315

NOVA SOUTHEASTERN UNIVERSITY
Certified Financial Planner Program
Schedule
Winter 1998

	CFP I	CFP II	CFP III	CFP IV	CFP V	CFP VI
Fort Lauderdale (FL)						
January	15, 22, 29	13, 20, 27	12, 19, 26	15, 22, 29	14, 21, 28	14, 21, 28
February	5, 12, 19, 26	3, 10, 17, 24	2, 9, 16, 23	5, 12, 19, 26	4, 11, 18, 25	4, 11, 18, 25
March	5, 11, 19	3, 10, 17	2, 9, 16	5, 12, 19	4, 11, 18	4, 11, 18
Miami (MI)						
January	14, 21, 28		12, 19, 26		15, 22, 29	
February	4, 11, 18, 25		2, 9, 16, 23		5, 12, 19, 26	
March	4, 11, 18		2, 9, 16		5, 12, 19	
West Palm Beach (WPB)						
January	12, 19, 26		13, 20, 27	14, 21, 28		
February	2, 9, 16, 23		3, 10, 17, 24	4, 11, 18, 25		
March	2, 9, 16		3, 10, 17	4, 11, 18		
Orlando (OR)						
January	12, 19, 26		13, 20, 27			
February	2, 9, 16, 23		3, 10, 17, 24			
March	2, 9, 16		3, 10, 17			
Tampa (TA)						
January	12, 19, 26	13, 20, 27				
February	2, 9, 16, 23	3, 10, 17, 24				
March	2, 9, 16	3, 10, 17				
Jacksonville (JA)						
January	12, 19, 26	15, 22, 29				
February	2, 9, 16, 23	5, 12, 19, 26				
March	2, 9, 16	5, 12, 19				

Locations

Fort Lauderdale:	NSU East Campus, Fort Lauderdale
Miami:	Miami Marriott Dadeland, (305) 670-1035
West Palm Beach:	Holiday Inn, (561) 659-3880
Orlando:	Raddison Plaza, (407) 425-4455
Tampa:	Hyatt Regency, (813) 225-1234
Jacksonville:	Radisson Riverwalk, (904) 396-5100

9/28/97

NOVA SOUTHEASTERN UNIVERSITY
Certified Financial Planner Program
Comprehensive Review Schedule
Fort Lauderdale 1998

Comprehensive Review: CFP VII

This course construct is based on the learning objectives specified by the CFP Board of Standards. This course provides a summary of the six component courses of the financial planner program in preparation for the CFP comprehensive examination. The course is designed to review the educational requirements for program participants who have completed a Certified Financial Planner Program, and for Certified Public Accountants (CPA) and Attorneys who are challenging the CFPBS certification examination.

Program Format

The review session is 40 hours and will be held weeknights. The sessions are 3 hours per evening from 6PM to 9PM, one evening per week for 13 weeks. The last session, Cases and Applications, is 4 hours.

Review I		Review II		Review III	
December	16	April	7	August	25
	30		14	September	1
January	6		21		8
	13		28		15
	20	May	5		22
	27		12		29
February	3		19	October	6
	10	June	2		13
	17		9		20
	24		16		27
March	3		23	November	3
	10		30		10
	17 (4 hours)	July	7 (4hours)		17 (4 hours)

Review I: Comprehensive examination dates are March 20th. and 21st.
Review II: Comprehensive examination dates are July 17th. and 18st.
Review III: Comprehensive examination dates are November 20th. and 21st.

Textbooks and Required Material

Dalton CFP Examination Review, Volume I and Volume II
Dalton Publications, L.L.C., (800) 211-4346

Financial Calculator, Hewlett Packard HP-12C (Recommended)

9/28/97