

**JYOTI NIVAS COLLEGE AUTONOMOUS  
DEPARTMENT OF COMMERCE AND MANAGEMENT  
SYLLABUS FOR 2021 BATCH AND THEREAFTER (UNDER NEP)**

**PROGRAMME: B.VOC (BANKING & FINANCE)**

**SEMESTER: II - FINANCE PLANNING**

**NO. OF HOURS: 60**

**COURSE OBJECTIVES:**

- To develop an understanding on various stages of financial planning.
- To help financial consultant to set parameters for financial advising.
- To familiarise students with different financial and non-financial instruments available for financial planning.

**LEARNING OUTCOMES:**

- Acquire knowledge of different stages of financial planning that will assist them in rendering financial consultation.
- Understand the role played by the financial adviser in financial planning.
- Evaluate the ethical aspects to be considered while providing financial consultation.

**UNIT 1: FINANCIAL PLANNING & ADVISING:**

**12 HRS**

Introduction-importance of financial planning-objectives of financial planning-need for financial planning, introduction-essentials of financial counselling-financial advisor-functions of a financial advisor—roles of financial advisor in different markets-financial advising as a career.

**UNIT 2: INVESTMENT PLANNING, TAX PLANNING AND INSURANCE PLANNING:**

**16 HRS**

Investment planning-investment strategies-investment products: money market, forex market, real estate, derivatives-Introduction to insurance planning. IRDA-ombudsman. Introduction to tax planning-five heads of income-Residential status-incidence of tax-terminologies used in respect of income tax-Permanent account number.

**UNIT 3: WEALTH MANAGEMENT**

**12 HRS**

Introduction- gold as an investment option, benefits of investing in real estate's-strategies-limitation-estate planning-creation of will and trust-types of will-written will, typed will, holographic will, concurrent will

**UNIT 4: EDUCATION AND RETIREMENT PLANNING**

**14 HRS**

Introduction-planning for children's future-planning for children's higher education-tax benefits on educational loans, importance of retirement planning-objectives of retirement planning-core features of a retirement plan, retirement income streams-national saving certificate-public provident fund-kisan vikasptra-post office schemes.

**UNIT 5: PREPARATION OF FINANCIAL PLAN:**

**06 HRS**

Working with clients-gathering initial information from the client-meeting the clients objectives-selection of investment and insurance policies-implementation-ongoing service. Ethics in financial advising: Business ethical standards -influence of business ethics on financial advising

### **SKILL DEVELOPMENT**

1. Preparation of retirement plan for an individual considering his earnings and monthly expenditure.
2. Preparation of tax plan for a salaried individual
3. Preparation of insurance ( life, health, vehicle) plan for a family
4. Preparation of real estate investment plan for an individual (purchase of an apartment)
5. Prepare a report on the following topics: Educational loan, personal loan, Consumer durable finance, Loan against properties.
6. Critically evaluate reverse mortgage as an option for retirement planning.

### **BOOKS FOR REFERENCE**

1. Financial Advising, Indian Institute of Banking & Finance, Macmillan Publishers India Limited, Latest edition.
2. Introduction to financial planning, Indian Institute of Banking and Finance, Taxmann Publications, 4th edition, January 2017.
3. Financial Planning and Wealth Management, Joydeep Sen, Year of publication 2020
4. Business Ethics, Andrew Gane & Dirk Matten, South Asia Edition, 3<sup>rd</sup> Edition, 2010