



## PROFESSIONAL CERTIFICATE IN **Finance**

### Certificate Description

**This certificate provides high school graduates, professionals with limited experience or out-of-field students and professionals the opportunity to understand the significance of finance in today's business environment.**

**Business & Society—BUS 105 (required)**—This survey course provides students with a general introduction to business activity and how it relates to our economic society. Students will explore how businesses are owned, organized, managed, and controlled.

**Outcomes:**

- Describe the basic environments (legal, social, economic) in which a business operates.
- Explain the basic concepts of management and recognize problems faced in operating a business enterprise.
- Identify basic concepts regarding money and banking, financial management, stock and bond markets, and risks involved in business.
- Discuss the changing factors that could influence business in the future.
- Distinguish the differences between the major forms of business organizations and be able to know and identify the characteristics of each.

**Principles of Accounting I—ACCT 205 (required)**—This course introduces students to financial accounting. Students can learn the fundamentals of the accounting cycle.

**Outcomes:**

- Understand & explain the Accounting Equation and its components (of assets, liabilities & capital)
- Understand the meaning & effects of transactions on revenues, expenses, assets, liabilities & capital
- Understand, distinguish and analyze the composition of "Capital" for unincorporated & incorporated for-profit entities
- Select and use the appropriate accounting policies and practices to a wide range of commercial situations requiring financial accounting information for "external" decision making purposes
- Identify the various user groups that need accounting information and the characteristics of the information that they need
- Prepare a Trial Balance, an Income Statement, Owner's Equity Statement and Balance Sheet;
- Participate in managerial decision processes requiring the input of accounting based information



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**Financial Management—FINA 310 (required)**—This course examines the key components of financial decision making: valuation and risk management. Students will examine the implications of forecasting, capital budgeting, working capital management, and project risk management.

**Outcomes:**

- Examine and explain the purpose of Capital Budgeting
- Demonstrate how to make Capital Investment Decisions
- Analyze project analysis and evaluation processes
- Demonstrate how to assess mutually exclusive projects
- Analyze capital project techniques, and Cost of Capital Valuation
- Examine concepts of NPV and Cash Flow Analysis

**Managerial Accounting—ACCT 310**—This course is designed to provide students with an understanding of the role of accounting information in support of decision making and planning throughout the organization. Students will learn accounting methods for planning and controlling operations through budgets, responsibility centers and cost management.

**Outcomes:**

- Describe the functions of, and explain the nature and scope of managerial accounting
- Understand the role of performance measures in an organization
- Explain the nature, purpose and scope of responsibility accounting
- Understand the role of management accounting in planning, control and adaptation
- Differentiate between various costing systems and various forms of responsibility centers
- Understand the relativity of managerial accounting data and information, and to interpret, present, evaluate and use it effectively and appropriately in internal management decision-making
- Assess and demonstrate the relevance and applicability of managerial accounting information to decision making by non-financial management
- Understand the importance of ethics on professions such as accounting

**Financial Instruments—FINA 315**—The course will examine each of the securities markets, the instruments available in these markets and putting the different investments into perspective. The course will introduce the students to the characteristics of the major investors and the terminology used in the securities markets.

**Outcomes:**

- Examine each of the security markets available to investors.
- Identify each of the instruments available to investors in the individual security markets.
- Demonstrate the advantages and disadvantages available to investors on each of the investments traded in the different security markets.
- Determine and analyze the impact of betas and alphas on financial instruments traded in securities markets.
- Examine CAPM pricing model and its relationship to risk and returns on financial instruments.
- Assess and make recommendations on different portfolio strategies in minimizing financial risk on financial instruments.



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**Capital Planning—FINA 320**—The course focuses on financial management techniques related to capital expenditure and investment decision making. Topics include short-term and strategic implications of capital expenditure decisions, developing an integrated approach to capital expenditure decision-making process on sound concepts and their managerial implications.

**Outcomes:**

- Demonstrate knowledge of risk management techniques on the CAPEX decision making process.
- Examine the tools used in evaluating and prioritizing capital projects for decision making.
- Examine ongoing evaluation techniques of capital projects and outcomes.
- Review and make recommendations on project financing techniques to minimize risk on capital planning projects.
- Examine short and long term strategies on capital planning decision making.
- Identify risks and internal controls when implementing a capital planning process.
- Examine concepts of NPV and Cash Flow Analysis

**Budgeting—FINA 425**—This course will provide fundamental understanding of budgeting, budgeting process and includes a practical guide for preparing financial budgets.

**Outcomes:**

- Why it is important for an organization, project or department to have a budget.
- Who should be involved in budgeting
- Critically appraise budgeting operational plans, cost categories and budgeting guidelines.
- Identify the different kinds of budgets, and different budgeting techniques.
- Analyze the cost of capital, capital budgeting, debt instruments and markets
- Identify some budgeting issues including format, and budget monitoring

**Financial Analysis—FINA 435**—The course focuses on how to read, interpret and analyze financial statements. Topics include overview of financial statement analysis, liquidity and activity, analysis of solvency and capital structure, profitability, market strength and overall evaluation, cash flow and interim statement and segment analysis.

**Outcomes:**

- Critically analyze how liquid a firm is and whether it can pay its bills.
- Investigate whether the firm's managers are generating adequate operating profits on the company's assets.
- Evaluate the firm's operating return on assets based on the financing decisions.
- Evaluate the firm's financing practices as to whether the managers are providing a good return on the capital provided by the company's shareholders.
- Analyze whether the firm's managers are creating shareholder value.