

Sam Houston State University

College of Business Administration

Department of General Business Administration

Course Number:	FIN 334
Course Title:	Financial Institutions & Markets
Instructor:	Tina Knickerbocker
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Email:	gba_tkx@shsu.edu [Preferred Means of Communication]
Office Hours:	M-F 10-12
Required Text:	<i>Financial Markets + Institutions</i> Fifth Edition, Mishkin, Eakins. 0321280296

Course Objective

At the end of the course, the student will know fundamental principles, generalizations, or theories; learn to apply course material; and gain factual knowledge. This course will explore the structure of the financial system with emphasis on the role, operations, and regulations of financial institutions and markets. The nature, participants, instruments, and relationships of the money and capital markets will be examined.

Grading/Evaluation

Four Exams 100 points each	400 points	90% +	A
Five Assignments 20 points each	100 points	80%	B
		70%	C
		60%	D
		Below 60%	F

Quizzes & Exams

Four exams consisting of multiple choice or short-answer questions drawn from material covered in class and in the text. It is expected that students will take the exams as scheduled. Make-up exams will be scheduled at a time convenient with the instructor.

You must provide a SCANTRON for each exam.

Assignments

There will be **five written homework assignments** during the semester (20 points each). Each assignment will be two pages, double spaced, with a cover sheet. Due dates for each assignment will be discussed at a later date. Late Assignments will not be accepted. Prepare to discuss your assignment in class.

Class Attendance

Regular and punctual class attendance is expected. A record of student attendance will be kept. It is University Policy that at the discretion of the instructor a student may be penalized for more than three hours of absences. Students are responsible for materials covered during

class periods that may not be in the text. Students missing class are expected to get the notes, handouts and class announcements from a classmate.

Classroom Conduct

1. The only consumable item allowed in the classroom is bottled water in a container with a screw-on cap
2. No other beverages, food, or use of tobacco products is allowed in the classroom
3. Please turn off cell phones, pagers and any other noise producing instruments prior to the start of class

Technology

Any use of technology, including MP-3 Players, Cell Phones, I-Pods, etc. during class lectures and exams is forbidden. Be sure to turn cell phones off before class! You are expected to interact with the class and the instructor during the lectures.

VISITORS IN THE CLASSROOM

Only registered students may attend class. Exceptions can be made on a case-by-case basis by the professor. In all cases, visitors must not present a disruption to the class by their attendance. Students wishing to audit a class must apply to do so through the Registrar's Office.

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: "a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20...." A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed. For a complete listing of the university policy, see:

http://www.shsu.edu/~vaf_www/aps/documents/861001.pdf

STUDENTS WITH DISABILITIES POLICY

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance are expected to visit with the Office of Services for Students with Disabilities located in the Counseling Center . They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a

disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Counseling Center and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Counseling Center . For a complete listing of the university policy, see:

http://www.shsu.edu/~vaf_www/aps/811006.pdf

ACADEMIC DISHONESTY

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials. For a complete listing of the university policy, see:

<http://www.shsu.edu/administrative/faculty/sectionb.html#dishonesty>

ACKNOWLEDGMENT

I acknowledge receipt of a copy of the syllabus for FIN 334, Spring 2008.

Print Name

Date

Signature