**KELSTON BOYS HIGH SCHOOL**

**Year 13 Financial Skills**

**Student Course Booklet**

**Half Year Semester**

**This is a half year course, the other half being “Study Skills”**

Assessment Expectations (Refer to the school policy)

Overdue assignments/work handed in late

It is very important that you hand work in on the due date. These dates will be well advertised and procedures discussed in class. (see course outline at the end of this handout)

Work must be given to your teacher on the due date. Extensions are only considered for major issues. It is your responsibility to be sufficiently well organised to meet the deadline. Extension requests must be in writing to the Associate Principal before the due date. Failure to hand work in by the due date or after the due date will require a letter of explanation also to the Associate Principal.

Reassessment

There will be several reassessment opportunities offered for most standards. Your teacher will outline these before each unit.

Authentication

All work that you submit for assessment must be your own. When you complete assignment work at home, you and your parents/guardians must sign a declaration that the work that you submit is your own.

Homework

Homework will be set most days and will complement work done in the classroom. Keeping up with the economic skills and content is *most important*, because as we progress through the course you are expected to be able to apply what you have learned previously.

Always catch up on missed work immediately.

**LEARNING INTENTIONS**

The aims of the Financial Skills course are to:

1. examine the need for individuals to have an understanding of the economic environment in which they live.
2. promote understanding of how individuals use financial knowledge in order to improve their standard of living.
3. develop enterprising individuals with a knowledge and understanding of enterprise and the essential skills and self confidence to take an active role in their community and the economy.
4. apply financial and non financial knowledge and skills to practical situations in order to make economic and accounting decisions.
5. develop values of self responsibility, enterprise, work ethic, honesty, respect for others, self confidence and perseverance.
6. develop people skills including communication, team work, leadership, creativity, flexibility, problem solving, decision making and evaluation

**SUCCESS CRITERIA**

To achieve these aims, students will

1. examine the situations in which individuals will need financial knowledge.
2. use an economic decision making model to maximise an individuals income and avoid unwise spending.
3. prepare and understand the purpose of source documents used by an individual.
4. prepare financial reports such as a statement of affairs and a budget
5. make informed decisions based on financial and non-financial information
6. develop skills in communication, numeracy, information and problem-solving
7. develop self- management and competitive skills, social and co-operative skills, and work and study skills.

**Unit Standards covered in this course**

* US 24708 Set a complex personal financial goal and plan it’s implementation (credits 3)
* US 24703 Demonstrate and apply knowledge of credit for personal financial management (credits 3)
* US 25247 Demonstrate knowledge of risk and return, and diversification for personal financial management (credits 3)

**Change over date for Study semester is mid June**