



FINC19016 Retirement and Superannuation

Term 1 - 2019

Profile information current as at 18/08/2022 01:55 am

All details in this unit profile for FINC19016 have been officially approved by CQU University and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

This unit covers the regulatory framework of superannuation and the role of financial advisor in retirement and superannuation planning. You will examine the legal and taxation issues related to long term wealth creation and the operation of superannuation funds. You will apply the skills required for managing the client relationship and construct a strategic retirement plan for a client situation.

Details

Career Level: *Undergraduate*

Unit Level: *Level 2*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

Pre-requisite: FINC11001 plus Co-requisite: LAWS19033

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

Offerings For Term 1 - 2019

- Online

Attendance Requirements

All on-campus students are expected to attend scheduled classes - in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

[Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

[Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Practical Assessment**

Weighting: 50%

2. **Examination**

Weighting: 50%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the [CQUniversity Policy site](#).

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Student feedback

Feedback

Setting a word limit on assessments would be better

Recommendation

If the course is re-offered, a word limit is to be imposed upon the assessment item.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Explain contemporary retirement and superannuation issues
2. Apply taxation and legal principles to long term wealth creation
3. Explain issues relating to self-managed superannuation funds
4. Construct pre and post strategic retirement plans.

Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Practical Assessment - 50%	•	•	•	
2 - Examination - 50%	•	•	•	•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
1 - Communication	•	•	•	•
2 - Problem Solving	•	•	•	•
3 - Critical Thinking	•	•	•	•
4 - Information Literacy	•	•	•	•
5 - Team Work		•		•

Graduate Attributes	Learning Outcomes			
	1	2	3	4
6 - Information Technology Competence	•	•	•	•
7 - Cross Cultural Competence				•
8 - Ethical practice	•	•	•	•
9 - Social Innovation				
10 - Aboriginal and Torres Strait Islander Cultures				

Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Practical Assessment - 50%	•	•	•	•	•	•	•	•		
2 - Examination - 50%	•	•	•	•			•	•		

Textbooks and Resources

Textbooks

FINC19016

Prescribed

Australian Superannuation Handbook 2018-19

Edition: 77th (2019)

Authors: Stuart C Jones

Thomson Reuters

Sydney , NSW , Australia

ISBN: 9780864698339

Binding: Paperback

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Supplementary

Financial Planning

Edition: 2nd (2018)

Authors: Warren McKeown, Mike Kerry, Marc Olynyk

John Wiley & Sons Australia, Ltd

New York , United States

ISBN: 9781118644836

Binding: Paperback

Additional Textbook Information

For the prescribed textbook, the paperback and eBook versions is available at

<https://store.tax.thomsonreuters.com.au/en/store/book/australian-superannuation-handbook-2018-19/p/42486414>

For the supplementary textbook, the eBook version is available at

<http://www.wileydirect.com.au/buy/financial-planning-2nd-edition/>

However, if you prefer paper texts, they can both be purchased at the CQUni Bookshop here: <http://bookshop.cqu.edu.au> (search on the Unit code)

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- XPlan software to complete Practical Assessment 1

Referencing Style

All submissions for this unit must use the referencing style: [American Psychological Association 6th Edition \(APA 6th edition\)](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Angelique Mcinnes Unit Coordinator

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Schedule

Week 1 - 11 Mar 2019

Module/Topic	Chapter	Events and Submissions/Topic
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Overview	1	
Week 2 - 18 Mar 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Superannuation funds MySuper	2 and 4	
Week 3 - 25 Mar 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Self-managed superannuation funds (SMSFs)	3	
Week 4 - 01 Apr 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Taxation of superannuation Choice of fund	6 and 9	
Week 5 - 08 Apr 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Contributions Superannuation guarantee	7 and 8	
Vacation Week - 15 Apr 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Completing the practical assessment		
Week 6 - 22 Apr 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Investment rules	11	
Week 7 - 29 Apr 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Taxation of funds	12	
Week 8 - 06 May 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Member benefits Payment of benefits Taxation of benefits	13, 14 and 15	
Week 9 - 13 May 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Pensions and annuities	16	
Week 10 - 20 May 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Death Benefits	17	
Week 11 - 27 May 2019		
Module/Topic	Chapter	Events and Submissions/Topic
Family law and superannuation	18	PRACTICAL ASSESSMENT: Retirement and Superannuation Due: Week 11 Tuesday (28 May 2019) 12:00 am AEST
Week 12 - 03 Jun 2019		
Module/Topic	Chapter	Events and Submissions/Topic

Employment termination payments
Other employment termination-related payments
Revision 19 and 20

Review/Exam Week - 10 Jun 2019

Module/Topic	Chapter	Events and Submissions/Topic
Exam preparation		

Exam Week - 17 Jun 2019

Module/Topic	Chapter	Events and Submissions/Topic
All the best for the exams and your future.		

Term Specific Information

For the Practical Assessment students will be introduced to the basic workings of XPlan web-based software and be expected to complete some of the Assessment tasks within XPlan. Learning XPlan is a self-study exercise using the available resources (YouTube videos, help guides and tutorials) placed on Moodle to assist. Your lecturer is also available to help guide the learning of XPlan software if asked during the term.

For the Examinations, students will be expected to complete 10 five mark questions to add to a total grade of 50 marks. Each five mark question can have sub-parts. The Examination Advice will be available by Week 10.

Assessment Tasks

1 PRACTICAL ASSESSMENT: Retirement and Superannuation

Assessment Type

Practical Assessment

Task Description

This is an **individual** assessment.

Important detailed information for your assessment is on the Moodle site.

Before you begin, please read the:

1. instructions for completing and submitting your assessment.
2. case study background.

Task requirements:

1. Identify the client's objectives, needs and financial situation by reviewing the case study background and fact find information provided. Input this information into XPlan software and download the created Fact Find document.
2. Analyse and score the risk profile of the client within the context of the client's objectives, needs and financial situation.
3. Using the reflective questions, develop and document appropriate superannuation and retirement strategies, as well as recommendations to achieve the client's goals.
4. Conduct financial modelling in either the financial planning software XPlan, Microsoft-Excel and/or related software [Links to XPlan login is available to you via Moodle].
5. Prepare a written Statement of Advice using the template provided.

We provide:

1. Login details to Xplan
2. Fact find information assumedly obtained during a meeting with the client.
3. Risk profile information of the client.
4. Reflective questions to assist in the analysis phase of the financial planning process. Here you were expected to provide in-text references from financial planning literature and websites of the sources of your information you have used to justify your recommendations.
5. Statement of Advice template to create your recommendations to the client.

This is a practical assessment dealing with real world financial planning clients' superannuation and retirement needs. Please start this assessment as soon as possible, because for some of you it will require learning numerous new skills. Learning how to use new software [for instance, XPlan] may need sometime and practice. Your lecturer is available via Facebook Closed Group, Moodle discussion forum and Q&A forum, and mobile phone messaging, as well as email to address any concerns or difficulties during the term as you work on your Assessment. Please refer to Moodle and download all three files relating to this Assessment's requirements. Please read these long documents carefully. Importantly, please make a concerted effort to engage with your lecturer as soon as you are finding yourself struggling through the course materials and/or assessment tasks. Also if any personal matters are interfering with progress in your studies, please contact your lecturer so that she can support you as per CQU policies and procedures to ensure you succeed in this unit.

Assessment Due Date

Week 11 Tuesday (28 May 2019) 12:00 am AEST

Submission via Moodle

Return Date to Students

Review/Exam Week Tuesday (11 June 2019)

Feedback via Moodle

Weighting

50%

Assessment Criteria

Find on Moodle a comprehensive marking criteria sheet. We award marks for:

1. Completing and downloading in Microsoft-Word format the Fact Find within the context of the client's objectives, needs and financial situation in XPlan.
2. Scoring the client's risk profile within XPlan and incorporating this information in your financial plan (Statement of Advice).
3. Documenting reflective answers in Microsoft-Word to demonstrate critical in-depth analysis, plus effective use of the calculation and software tools to underpin the investment and managed fund recommendations.
4. Statement of Advice completion using the Microsoft-Word template provided.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Online

Submission Instructions

Your assessment 1 comprise three separate WORD files as per the Assessment Criteria List above that is to be uploaded one at a time and submitted together once at the same time.

Learning Outcomes Assessed

- Explain contemporary retirement and superannuation issues
- Apply taxation and legal principles to long term wealth creation
- Explain issues relating to self-managed superannuation funds

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Team Work
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

Examination

Outline

Complete an invigilated examination.

Date

During the examination period at a CQUniversity examination centre.

Weighting

50%

Length

180 minutes

Exam Conditions

Closed Book.

Materials

Calculator - all non-communicable calculators, including scientific, programmable and graphics calculators are authorised

Dictionary - non-electronic, concise, direct translation only (dictionary must not contain any notes or comments).

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?



Be Honest

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own



Seek Help

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)



Produce Original Work

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem