



Hilliard City Schools

Personal Finance

Course Proficiency Study Guide

I. Course Proficiency Purpose:

The purpose of this study guide is to aid the students who wish to take the proficiency assessment for the credit flex option. Items that the student will be required to know for proficiency will be administered in two portions. The first part of the assessment is a two hour written exam. The second part is a two hour application test based on eCampus.

II. Description of the Assessment Format:

a. Written Exam – 210 questions worth one point each

- i. Multiple Choice
- ii. True / False

b. Application Test – 5 tasks worth 33 points

III. Proficiency Content:

a. Written Exam

- i. Investing: Stock Market, Bonds, CD's
- ii. Banking: Saving, Checking, Home Equity Loans
- iii. Credit: Credit Cards, Loans
- iv. Interest Rates: Simple and Compound
- v. Insurance: Home, Auto, Life, Health
- vi. Retirement: Mutual Funds, IRA's
- vii. Taxes and Security: Tax Forms
- viii. Leasing: Car
- ix. Budgeting: Types of Income, Types of Expenses
- x. Housing: Renting, Financing, Ownership
- xi. Financial Aid
- xii. Estate Planning: Wills & Trusts

b. Application Test

- i. 1040EZ Form (10 pts)
- ii. Checkbook Register (7 pts)
- iii. Check Writing (6 pts)
- iv. Individual Stock Comparisons (5 pts)
- v. Personal Balance Sheet (5 pts)

IV. Suggested Resources:

Personal Finance Textbook (school textbook-Glencoe)

Internet resources:

- www.Bankrate.com
- www.Finance.Yahoo.com
- www.irs.gov
- www.nyse.com