ALL Actuarial Science students registered for Actuarial Applications must attend the first day of class on Thursday, August 29th from 5:15–6:30 pm, in 255 FLH.

**Fall 2019**

Each academic year term we are happy to offer, with credit for Actuarial Applications MAT 4930, a professional seminar to help you prep for an exam. In Fall 2019 we offer a seminar for Exam P/1. See Requirements section below.

**PROGRAM STAFF** Mentors/Tutors: Mr. Hubeyb Gurdogan (hg16b@my.fsu.edu) is the Graduate Teaching Assistant assigned to the program, and keeps student attendance and turn-in records. Ms. Kristen Świnski (kls17t@my.fsu.edu), and Mr. Michael Madar (mm17as@my.fsu.edu) serve as tutors in the study hall. The instructor of record for this course is Dr. Paris (paris@math.fsu.edu). The instructor for the Exam P seminar is Dr. Ewald (ewald@math.fsu.edu). Mrs. Jennifer Anderson (advisor@math.fsu.edu), 205D LOV, is the departmental academic advisor. Dr. Paris’s office is 202A LOV, and his office hours for Fall 2019 are 3:30-4:30 TR, and by appointment. Dr. Ewald’s office is 205C LOV, and his office hours for Fall 2019 are 10:45-11:45 TR and 3:30-4:30 W.

**ELIGIBILITY** Since 4 repetitions of MAT 4930 Tutorial are required for the B.S. in Actuarial Science, students should enroll in the first semester in which they are eligible: You should register for MAT 4930 in the term in which you take either MAP 4170, or STA 4321 (or both).

**OBJECTIVES** Each student will make a plan of study and activities to learn more about the actuarial profession and to prepare for early examinations. Also, through participation in the actuarial professional development activities of the actuarial science club, Future Seminole Actuaries (FSA), the student will learn about the profession, the credentialing procedure, the entry portals, resume preparation, and self-evaluation of capabilities.

**INFORMATION AND COMMUNICATIONS** This syllabus is posted at http://www.math.fsu.edu/~paris/MAT4930/index.html. Mr. Gurdogan will keep a spreadsheet showing student performance. It is your responsibility to keep track of your performance. You may check your status during the term by e-mailing Mr. Gurdogan directly. Dr. Paris maintains the departmental actuarial email alias. Please make sure you are on this alias.

**REQUIRED MATERIALS** No specific materials are required. You may use your study materials from other actuarial science classes for this class.
MAT 4930 STUDY HALL ATTENDANCE AND REQUIREMENTS  

Be careful to note that we will not count more than 2 attendances or 4 problems in any single week. There are three grading standards for 4930, and you must complete each for the “S” grade:

(1) ATTENDANCE:

Th 5:15–6:15 FIRST WEEK ONLY, or else the department is required to drop you.

The room for the actuarial tutorial is 216 MCH. During the term, each student must attend and sign in and out for at least 14 scheduled study hall periods of at least 60 minutes. If you miss a week’s attendance, you may make it up, but not more than 2 periods toward the 14 can be counted in any given week. All regular sessions are at least 75 minutes long to allow sign-in and sign-out and a good working period. You must work the entire period for credit. The current hours are:
(K – Kristen, M – Michael)

M: 12:15 – 1:30 (K)
T: 11:00 – 1:30 (MM)
W: 9:00 – 10:15 (K) 1:15 – 3:45 (KK) 5:30 – 6:45 (K)
R: 12:30 – 4:15 (MMM)
F: 12:15 – 2:45 (KM)

(2) PROBLEMS: Each student will present to a tutor each week at least two carefully worked out written problems of their choice. The minimum total problems for an “S” grade for the term is 28 problems by the last session on Friday, December 7th. Not more than 4 problems will be accepted for credit during any one week.

(3) FUTURE SEMINOLE ACTUARIES (FSA): Students must attend and sign attendance sheet at all FSA events. Our main event is a 2-day jobs fair on September 12th and 13th, as explained in class on August 29th. If you do not turn in a resume for the jobs fair, then you will be required to perform 2 make-up presentations as outlined below, unless this is your first repetition of this class, in which case you are excused from this requirement. If you miss the networking event on Thursday, September 12th, from 5:15 to 7:30, then you will be required to perform 5 make-up presentations as outlined below. Other FSA events will be announced via email to the “actuary” email list. Please make sure you are on this email list by checking with Dr. Paris if you are unsure.

Make-up presentations must be completed for missed FSA events. In order to make up a presentation, you must attend a seminar or colloquium in one of the following departments; math, statistics, economics, finance, or RMI. Other department seminars or colloquia may suffice, but they must be approved by Dr. Paris. In addition to attending the seminar or colloquium, you must email Mr. Gurdogan within 10 days of the time you attend the extra make-up lecture telling him (1) why you missed; (2) what you attended (day, time, speaker, topic); and (3) a typed one page single-space document describing the lecture; no credit for just copying the announced abstract for the talk!
EXEMPTIONS FOR STANDARDS (1) AND (2) If you have passed at least two actuarial exams, then you are exempt from the study hall requirements of the course; i.e. standards (1) and (2) on the previous page. Please let Dr. Paris know if this exemption applies to you. **NOTE: You are still responsible for standard (3) on the previous page.**

EXAM P SEMINAR ATTENDANCE AND REQUIREMENTS This syllabus section applies only to those who will be attending Dr. Ewald’s Exam P seminar. The seminar will consist of 2-hour sessions. The first meeting will be on Tuesday, September 10th from 5:15 to 7:15 in 101 LOV. The seminar will meet on each Tuesday thereafter, and possibly on some available Thursdays, until all the material on Exam P is covered. At the last session, there will be a two-hour mock exam. You must attend at least 5 seminar sessions in order to be eligible to take the mock exam. If you score 60% or higher on the mock exam, then you will be exempt from standards (1) and (2) of the requirements on the previous page. If you score at least 30% but less than 60% on the mock exam, then you will be required to attend 5 study hall sessions (instead of the 14 otherwise required), turning in 2 problems during each session. If you score less than 30% on the mock exam, then you will be required to attend 10 study hall sessions (instead of the 14 otherwise required), turning in 2 problems during each session. **NOTE: You are still responsible for standard (3) on the previous page.**

GRADING Satisfactory completion of the attendance, problems, and FSA requirements (standards (1), (2), and (3), on the previous page), with the exceptions above, is necessary for an “S”. If you do not complete all parts of the above requirements, then you will make a “U” and will have to repeat the course.

ACTUARIAL EXAM REGISTRATION
In order to be competitive in the current job market, you must pass at least one actuarial exam. Students should register for an exam as soon as you have the prerequisites for the exam. You can register online at [www.soa.org](http://www.soa.org) by following the Exam Registration link. Exams P and FM are only offered in this area by computer-based testing (CBT).

The currently published registration schedule for the rest of 2019 for SOA Exams P and FM is:

- **Exam P:** CBT Dates 11/09/19 – 11/20/19; (Registration Deadline: 10/08/19)
- **Exam FM:** CBT Dates 10/10/19 – 10/21/19; (Registration Deadline: 09/10/19)
  - CBT Dates 12/10/19 – 12/21/19; (Registration Deadline: 11/05/19)

ACADEMIC HONOR POLICY
The Florida State University Academic Honor Policy outlines the University’s expectations for the integrity of students’ academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their pledge to “... be honest and truthful and ... [to] strive for personal and institutional integrity at Florida State University.” (Florida State University Academic Honor Policy, found at [http://fda.fsu.edu/Academics/Academic-Honor-Policy](http://fda.fsu.edu/Academics/Academic-Honor-Policy).)
AMERICANS WITH DISABILITY STATEMENT
Students with disabilities needing academic accommodation should:
(1) register with and provide documentation to the Student Disability Resource Center; and
(2) bring a letter to the instructor indicating the need for accommodation and what type. This should be
done during the first week of class.

This syllabus and other class materials are available in alternative format upon request.

For more information about services available to FSU students with disabilities, contact the:

Student Disability Resource Center
874 Traditions Way
108 Student Services Building
Florida State University
Tallahassee, FL 32306-4167
(850) 644-9566 (voice)
(850) 644-8504 (TDD)
sdrc@admin.fsu.edu
http://www.disabilitycenter.fsu.edu/

SYLLABUS CHANGE POLICY
Except for changes that substantially affect implementation of the evaluation (grading) statement, this
syllabus is a guide for the course and is subject to change with advance notice.