

Memorandum
To: Students Enrolled in CORE-GP.1021
From: The Financial Management Faculty

Welcome to Financial Management for Public, Health, and Not-for-Profit Organizations!

Prerequisite: The only prerequisite for this course is a basic familiarity with Excel. If you have limited or no experience with Excel, we recommend that you immediately register for the Excel instruction module (NONCR-GP.0932). Please note that it is up to each student to determine whether or not they are familiar with Excel; taking the Excel module and passing the Excel proficiency exam are *not* prerequisites for enrollment in this course.

Textbook: The textbook for this course is Steven A. Finkler's *Financial Management for Public, Health, and Not-for-Profit Organizations*, Third Edition, 2009, Prentice Hall, ISBN: 0136070736. Do not buy the first or second edition. This book is available at the NYU Bookstore located at 726 Broadway and many other locations such as Amazon.com and BN.com. If you do not wish to buy the textbook, there are several copies on reserve at Bobst Library.

Financial Calculator: You must have a calculator that can do time value of money calculations (it must have buttons labeled PV, FV, PMT, and NPV). If you do not already have such a calculator, please buy a HP10 BII. This calculator is available at the NYU Computer Store at 242 Greene Street and many other locations such as Staples and Amazon.com. If you choose to use a different financial calculator, please be advised that the professors, TCs, and tutors will not be able to assist you with your calculator. Also, please note that you will not be permitted to use calculators with graphing capabilities during the exams.

Course Website: The course website can be found on NYU's Blackboard system, accessible via the "Academics" tab on NYU Home (<http://home.nyu.edu>).

First Reading Assignment: Before the first class, please read Chapter 1, Chapter 2 up to page 59, and the "Excel and Calculator Tips Part 1" handout.

Bring to First Class: Please bring the following items to the first class:

1. A copy of the course syllabus (on the course website)
2. A copy of the class 1 lecture slides (on the course website)
3. Student bio sheet (attached below)
4. Financial calculator

**FINANCIAL MANAGEMENT
STUDENT BIO SHEET**

PASTE A PHOTOCOPY
OF YOUR NYU ID CARD
(OR A RECENT PHOTO)
HERE

Name (including nickname, if applicable): _____

Degree program (MPA-PNP, MPA-Health, MUP): _____
Non-Wagner students: write the name of your school

Specialization (Finance, Management, Policy, International): _____
Non-Wagner students: write your area of study

Current employer (if working): _____

Do you have any professional experience related to financial management? If so, please explain:

Have you ever taken any courses in financial management? If so, please explain:

