

# ***ACTS:1001:001 Introductory Seminar Actuarial Science***

**The University of Iowa  
The College of Liberal Arts and Sciences  
*Fall, 2025***

**Course meeting time and place:** Thursdays, 5:00-5:50 p.m., 30 Schaeffer Hall or online  
**Department of Statistics and Actuarial Science**, 241 Schaeffer Hall, see the [department website](#)

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## **Instructor**

Barbara Hogg, 360 Schaeffer Hall

### **Phone**

Office phone: 319-467-4242

Mobile phone: 847-910-6180

### **Email**

Barbara-Hogg@UIowa.edu

### **Office location**

360 Schaeffer Hall

### **Student drop-in hours**

By appointment and drop-in hours on Thursdays from 4:00 p.m. – 5:00 p.m., immediately prior to class. Drop-in hours will be either in-person or virtual depending on the format for the class that day.

## **Departmental Executive Officer (DEO)/Department Chair**

Professor Kung-Sik Chan, 241 Schaeffer Hall

### **Email**

[kung-sik-chan@uiowa.edu](mailto:kung-sik-chan@uiowa.edu)

## **Student Complaints**

Students with a complaint about a grade or a related matter should first discuss the situation with the instructor and/or the course supervisor (if applicable), and finally with the DEO (Chair) of the department, school or program offering the course. Sometimes students will be referred to the department or program's Director of Undergraduate Studies (DUS) or Director of Graduate Studies (DGS).

Undergraduate students should contact [CLAS Undergraduate Programs](#) for support when the matter is not resolved at the previous level.

**Course's College (Administrative Home)**

The College of Liberal Arts and Sciences (CLAS) is the home of this course, and CLAS governs the add and drop deadlines, academic misconduct policies, and other undergraduate policies and procedures. Other UI colleges may have different policies.

**Drop Deadline for this Course**

You may drop an individual course before the drop deadline; after this deadline you will need collegiate approval. You can look up the drop deadline for this course [here](#). When you drop a course, a “W” will appear on your transcript. The mark of “W” is a neutral mark that does not affect your GPA. To discuss how dropping (or staying in) a course might affect your academic goals, please contact your Academic Advisor. Directions for adding or dropping a course and other registration changes can be found on the [Registrar's website](#). Undergraduate students can find policies on dropping CLAS courses [here](#).

**UI Email**

Students are responsible for all official correspondences sent to their UI email address (uiowa.edu) and must use this address for any communication with instructors or staff in the UI community. For the privacy and the protection of student records, UI faculty and staff can only correspond with UI email addresses.

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**Description of Course**

All actuarial science majors are recommended to take the seminar in the fall and/or spring semesters. In fall, the seminar covers topics including an overview of actuarial science, the BS Actuarial Science program and associated programs (e.g., actuarial science club) and the SOA and CAS exam systems, and the career center support. The fall seminar will include panels with upper-level actuarial students, and recent graduates. The spring semester will provide overviews of the different fields of actuarial science, (e.g., life insurance, annuities, health, retirement, reinsurance, property and casualty insurance, etc.)

**Learning Outcomes**

This course is designed provide students considering or pursuing an actuarial science major with a better understanding of what an actuary does and outlines the pathways for becoming a credentialed actuary.

**Textbooks/Materials**

No textbooks are required for this course. Students may be provided links to online resources to supplement seminar discussions.

**Course ICON site**

To access the course site, log into [Iowa Courses Online \(ICON\)](#) using your Hawk ID and password.

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**Grading System**

Course grades will be either **pass** or **fail**.

**Course Grades**

Final course grades will be assessed based on attendance and class participation. Students may have no more than two unexcused absences to pass the course. For situations that may require additional absences, student should discuss with the instructor to see if there are options to make up the session. Participation will be measured on engaging in class discussions and doing a very short presentation on a question they explored about actuaries.

**Attendance and Accommodations**

No more than 2 undocumented absences are allowed to pass this class. You are encouraged to discuss any known absences with the instructor ahead of time. If circumstances require additional absences, please discuss with the instructor.

Absences from Class

University regulations require that students be allowed to make up examinations which have been missed due to illness, religious holy days, military service obligations, including service-related medical appointments, jury duty, or other unavoidable circumstances or other university-sponsored activities. Students should work with their instructors regarding making up other missed work, such as assignments, quizzes, and classroom attendance.

Absences for Religious Holy Days

The university is prepared to make reasonable accommodations for students whose religious holy days coincide with their classroom assignments, test schedules, and classroom attendance expectations. Students must notify their instructors in writing of any such religious holy day conflicts or absences within the first few days of the semester or session, and no later than the third week of the semester. If the conflict or absence will occur within the first three weeks of the semester, the student should notify the instructor as soon as possible. See [Policy Manual 8.2 Absences for Religious Holy Days](#) for additional information.

Absences for Military Service Obligations

Students absent from class or class-related requirements due to U.S. veteran or U.S. military service obligations (including military service-related medical appointments, military orders, and National Guard Service obligations) shall be excused without any grading adjustment or other penalty. Instructors shall make reasonable accommodations to allow students to make up, without penalty, tests and assignments they missed because of veteran or military service obligations. Reasonable accommodations may include making up missed work following the service obligation; completing work in advance; completing an equivalent assignment; or waiver of the assignment without penalty. In all instances, students bear the responsibility to communicate with their

instructors about such veteran or military service obligations, to meet course expectations and requirements.

### Accommodations for Students with Disabilities

The University is committed to providing an educational experience that is accessible to all students. If a student has a diagnosed disability or other disabling condition that may impact the student's ability to complete the course requirements as stated in the syllabus, the student may seek accommodations through [Student Disability Services](#) (SDS). SDS is responsible for making [Letters of Accommodation \(LOA\)](#) available to the student. **The student must provide an LOA to the instructor as early in the semester as possible, but requests not made at least two weeks prior to the scheduled activity for which an accommodation is sought may not be accommodated.** The LOA will specify what reasonable course accommodations the student is eligible for and those the instructor should provide. Additional information can be found on the [SDS website](#).

**Note:** Please reach out to the instructor to discuss any concerns you have about attending and participating in class. Classes will be both in person and online. If either of these are an issue, the instructor will work with you to determine how to accommodate any barriers you may face.

### **Other Expectations of Student Performance**

#### Free Speech and Expression

The University of Iowa supports and upholds the First Amendment protection of freedom of speech and the principles of academic and artistic freedom. We are committed to open inquiry, vigorous debate, and creative expression inside and outside of the classroom. Visit the [Free Speech at Iowa website](#) for more information on the university's policies on free speech and academic freedom.

#### Non-discrimination Statement

The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, creed, color, religion, national origin, age, sex, pregnancy (including childbirth and related conditions), disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, or associational preferences. The university also affirms its commitment to providing equal opportunities and equal access to university facilities. For additional information on nondiscrimination policies, contact the Senior Director, Office of Civil Rights Compliance, the University of Iowa, 202 Jessup Hall, Iowa City, IA 52242-1316, 319-335-0705, [ui-ocrc@uiowa.edu](mailto:ui-ocrc@uiowa.edu). Although not required, students have the option to share their pronouns and chosen/preferred names in class and through [MyUI](#). Instructors and advisors can find information about a student's chosen/preferred name in MyUI.

### Classroom Expectations

Students are expected to comply with University policies regarding appropriate classroom behavior as outlined in the [Code of Student Life](#). While students have the right to express themselves and participate freely in class, it is expected that students will behave with the same level of courtesy and respect in the virtual class setting (whether asynchronous or synchronous) as they would in an in-person classroom. Failure to follow behavior expectations as outlined in the [Code of Student Life](#) may be addressed by the instructor and may also result in discipline under the [Code of Student Life](#) policies governing E.5 Disruptive Behavior or E.6 Failure to Comply with University Directive.

### Class Recordings

Some of the sessions in this course will be recorded or live-streamed. Such recordings/streaming will only be available to students registered for this class. These recordings are the intellectual property of the instructor and they may not be shared or reproduced without the explicit, written consent of the instructor. Further, students may not share these sessions with those not in the class or upload them to any other online environment. Doing so would be a breach of the Code of Student Conduct, and, in some cases, a violation of state and federal law, including the Federal Education Rights and Privacy Act (FERPA).

The unauthorized video or audio recording of academic activities (e.g., lectures, course discussions, office hours, etc.) by a student is prohibited. Students with a reasonable accommodation for recording approved by Student Disability Services should notify each instructor and provide the Letter of Accommodation prior to using the accommodation. A student may record classroom activities with prior written permission from the instructor and notice to other students in the class that audio or video recording may occur. Any and all classroom recording must be for personal academic use only. The distribution, sharing, sale, or posting of recordings on the internet (including social media), in whole or in part, is prohibited and doing so may be a violation of the Code of Student Life and/or state or federal privacy, copyright, or other laws.

### **Academic Honesty and Misconduct**

All students in CLAS courses are expected to abide by the [college's standards of academic honesty](#). Undergraduate academic misconduct must be reported by instructors to CLAS according to [these procedures](#). Graduate academic misconduct must be reported to the Graduate College according to Section F of the [Graduate College Manual](#).

### **Date and Time of the Final Exam**

There will not be a final exam for this class.

## Calendar of Course Assignments and Exams

A tentative outline of seminar sessions is:

- Class 1: What is an Actuary
- Class 2: Actuarial Exams
- Class 3: U of I Actuarial Degree and Resources
- Class 4: Learning from Current Students and Recent Graduates
- Class 5: Important Skills
- Class 6: Career Opportunities
- Class 7: Outstanding Questions and Student Projects
- Class 8: Alumni Panel
- Class 9: Student Questions/Presentations (Part 1)
- Class 10: Student Questions/Presentations (Part 2)
- Class 11: Wrap Up

## Student Support Resources and Related Policies

### Academic Support for this Course

Please reach out to the instructor for any concerns you have for this course. Please set up a time to discuss or attend the drop-in hours on Thursdays at 4:00 immediately prior to class. For any in-person class, drop-in will be in the instructor's office. For online classes, drop-in will be via the online class link.

### Mental Health

Students are encouraged to be mindful of their mental health and seek help as a preventive measure or if feeling overwhelmed and/or struggling to meet course expectations. Students are encouraged to talk to their instructor for assistance with specific class-related concerns. For additional support and counseling, students are encouraged to contact University Counseling Service (UCS). Information about UCS, including resources and how to schedule an appointment, can be found at [counseling.uiowa.edu](https://counseling.uiowa.edu). Find out more about UI mental health services at: [mentalhealth.uiowa.edu](https://mentalhealth.uiowa.edu).

### Basic Needs and Student Support

It can be difficult to maintain focus and be present if you are experiencing challenges with meeting basic needs or navigating personal crisis situations. The Office of the Dean of Students can help. Contact us for one-on-one support, identifying options, and to locate and access basic needs resources (such as food, rent, childcare, etc.).

### Student Care and Assistance

132 IMU

[dos-assistance@uiowa.edu](mailto:dos-assistance@uiowa.edu)

319-335-1162

Basic Needs info:

- [Food Pantry at Iowa](#)
- [Clothing Closet](#)
- [Basic Needs and Support Resources](#)

#### Sexual Harassment/Sexual Misconduct and Supportive Measures

The University of Iowa prohibits all forms of sexual harassment, sexual misconduct, and related retaliation. The [Policy on Sexual Harassment and Sexual Misconduct](#) governs actions by students, faculty, staff and visitors. Incidents of sexual harassment or sexual misconduct can be reported to the [Office of Civil Rights Compliance](#) or to the [Department of Campus Safety](#). Students impacted by sexual harassment or sexual misconduct may be eligible for academic supportive measures and can learn more by [contacting the Office of Civil Rights Compliance](#). Information about confidential resources and videos explaining these resources can be found on the [Office of Civil Rights Compliance website](#).

#### Conflict Resolution

The Office of the Ombudsperson is a confidential, impartial, informal, and independent resource for any member of the university community with a problem or concern. The Office of the Ombudsperson offers a safe place to discuss conflicts or concerns. Students are encouraged to reach out for assistance. The office will brainstorm with students to help identify options, answer any questions, and provide referrals to other offices as appropriate. More information about the Office of the Ombudsperson, including how to schedule an appointment, can be found at [ombudsperson.org.uiowa.edu](http://ombudsperson.org.uiowa.edu).