

Actuarial Practice AS 4426F / AS 9426A Course Outline

1. Course Information

Course Information

Course Name: Actuarial Practice

Course Number: AS 4426F and AS 9426A

Term: Fall 2025

Location: WSC-240

Time: Monday 7:00 PM – 10:00 PM

List of Prerequisites

AS 4426F

A minimum mark of 60% in [Actuarial Science 2427A/B](#). Restricted to students who have completed all courses specifically mentioned in the Major in Actuarial Science module.

AS 9426A

Enrollment in a Department of Statistical and Actuarial Sciences graduate program.

Unless you have either the requisites for this course or written special permission from the Department of Statistical and Actuarial Sciences to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees if you are dropped from a course for failing to have the necessary prerequisites.

2. Instructor Information

Instructor	Email	Office	Phone	Office Hours
Dymon Charles	dcharl2@uwo.ca	TBD	TBD	Wed 12:00 pm – 1:00 pm
TBD (Teaching assistant)				

Students must use their Western (@uwo.ca) email addresses when contacting their instructors.

If you plan on meeting me during my office hours, please email me in advance to schedule an appointment. This will reduce timing conflicts with other students. I am available online through Zoom or MS Teams.

3. Course Syllabus, Schedule, Delivery Mode

An introduction to the major areas and issues of actuarial practice, including insurance and annuity product design, pricing and valuation, analysis of the cost of pensions and other employee benefits, asset liability management, and professionalism.

Learning Outcomes

Upon successful completion of this course, students will be able to:

- Describe common life and annuity products and understand their features and uses.
- Apply actuarial techniques to calculate premiums and liabilities for insurance products.
- Understand the various components that make up the retirement landscape in Canada.
- Calculate the funding requirements for a defined-benefit pension plan in Canada.
- Understand the rules of professional conduct that Actuaries adhere to.
- Understand the various roles that Actuaries hold in Canada.

Approximate Lecture Schedule:

Week 1 – Sep 8	Introduction; Life Insurance
Week 2 – Sep 15	Life Insurance
Week 3 – Sep 22	Life Insurance
Week 4 – Sep 29	Pricing Insurance Products
Week 5 – Oct 6	Valuation of Insurance Liabilities
Week 6 – Oct 13	Thanksgiving Day – No Class
Week 7 – Oct 20	Risk Management
Week 8 – Oct 27	Annuities
Week 9 – Nov 3	Fall Reading Week – No Class
Week 10 – Nov 10	Retirement in Canada
Week 11 – Nov 17	Pension Funding
Week 12 – Nov 24	Health and Benefits
Week 13 – Dec 1	Property and Casualty Insurance
Week 14 – Dec 8	Professionalism, Ethics and Communication

Key Session Dates:

- Classes begin: September 8, 2025
- Fall Reading Week: November 3 – 9, 2025
- Classes end: December 9, 2025
- Exam period: December 11 – 22, 2025

4. Course Materials

There is no required textbook for this course. However, the instructor may assign readings, which will be available for free online, prior to specific classes to facilitate discussion.

All course material will be posted to OWL: <https://westernu.brightspace.com/>

Students are responsible for checking the course OWL site (<https://westernu.brightspace.com>) on a regular basis for course material and updates. This is the primary method by which information will be distributed to all students in the class.

If students need assistance with the course OWL site, they can seek support on the OWL Help page. Alternatively, they can contact the Western Technology Services Helpdesk by phone at 519-661-3800 or ext. 83800.

5. Methods of Evaluation

Grading Scheme and Assessment Dates

The overall course grade will be calculated as listed below:

AS 4426F		AS 9426A	
Assignments (2)	30%	Assignments (2)	30%
Midterm	25%	Midterm	25%
Attendance and Participation	10%	Attendance and Participation	10%
Final Exam	35%	Final Exam	30%
		Project*	5%

*AS 9426A: Graduate students have one additional project weighted 5%. Accordingly, the final exam weighting is modified to 30%.

- Assignment 1 (15%) – Due October 6 (Tentative)
- Assignment 2 (15%) – Due November 24 (Tentative)
- Midterm (25%) – TBD (week of Oct 27 tentatively)
- Attendance and Participation in class (10%) – Evaluated throughout the course
- Final Exam (35% for AS 4426F students; 30% for AS 9426A students) – To be scheduled by the Office of the Registrar (exam period: Dec 9 to 22) Format: In-person, closed-book, written answer test with cumulative course coverage

General information about missed coursework

Students must familiarize themselves with the *University Policy on Academic Consideration – Undergraduate Students in First Entry Programs* posted on the Academic Calendar:
https://www.uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf,

This policy does not apply to requests for Academic Consideration submitted for **attempted or completed work**, whether online or in person.

The policy also does not apply to students experiencing longer-term impacts on their academic responsibilities. These students should consult [Accessible Education](#).

For procedures on how to submit Academic Consideration requests, please see the information posted on the Office of the Registrar's webpage:

https://registrar.uwo.ca/academics/academic_considerations/

All requests for Academic Consideration must be made within 48 hours after the assessment date or submission deadline.

Undergraduate Student Absences

All Academic Consideration requests must include supporting documentation; however, recognizing that formal documentation may not be available in some extenuating circumstances, the policy allows students to make one Academic Consideration request **without supporting documentation** in this course. However, the following assessments are excluded from this, and therefore always require formal supporting documentation:

- Examinations scheduled during official examination periods (Defined by policy)
- Midterm (Designated by the instructor as the one assessment that always requires documentation when requesting Academic Consideration)

When a student *mistakenly* submits their one allowed Academic Consideration request **without supporting documentation** for the assessments listed above or those in the **Coursework with Assessment Flexibility** section below, the request cannot be recalled and reapplied. This privilege is forfeited.

Graduate Student Absences

Graduate students must provide valid documentation for medical-related absences or adequate supporting documentation for non-medical absences to the instructor as soon as possible and no later than 48 hours after the missed assessment. Documentation for medical illness must include the completion of a Western Student Medical Certificate (SMC) or, where that is not possible, equivalent documentation, by a health care practitioner. The SMC is available online here:

https://uwo.ca/univsec/pdf/academic_policies/appeals/medical_certificate.pdf

Evaluation Scheme for Missed Assessments

If you miss an assessment and your request for academic consideration is approved, the weight of that assessment will be applied to your final exam.

When a student misses the Final Exam and their Academic Consideration has been granted, they will be allowed to write the Special Examination (the name given by the University to a makeup Final Exam). See the Academic Calendar for details (under [Special Examinations](#)), especially for those who miss multiple final exams within one examination period.

Essential Learning Requirements

Even when Academic Considerations are granted for missed coursework, the following is deemed essential to earn a passing grade.

- A minimum grade of 40% on the final exam

Coursework with Assessment Flexibility

By policy, instructors may deny Academic Consideration requests for the following assessments with built-in flexibility:

Flexible Completion

Attendance and Participation. This course has 12 classes, and the 10 classes with the highest marks are counted towards your final grade. Should extenuating circumstances arise, students do not need to request Academic Consideration for the first 2 missed classes. Academic consideration requests will be denied for the first 2 missed classes. Academic Consideration requests may be granted when students miss more than 2 classes, and these additional (3rd, 4th,...) missed classes will be reweighted to the final exam.

Deadline with a No-Late-Penalty Period

Assignments. Students are expected to submit each of the 2 assignments by the deadline listed. Should extenuating circumstances arise, students do not need to request Academic Consideration and they are permitted to submit their assignment up to 24 hours past the deadline without a late penalty. Should students submit their assessment beyond 24 hours past the deadline, a late penalty of 20% per day will be applied. Academic Consideration requests may be granted only for extenuating circumstances that started before the deadline and lasted longer than the No-Late-Penalty Period (24 hours).

6. Additional Statements

Religious Accommodation

When conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request an accommodation for their absence in writing to the course instructor and/or the Academic Advising office of their Faculty of Registration. This notice should be made as early as possible but not later than two weeks prior to the writing or the examination (or one week prior to the writing of the test).

Please visit the Diversity Calendars posted on our university's EDID website for the recognized religious holidays:

<https://www.edi.uwo.ca>.

Accommodation Policies

Students with disabilities are encouraged to contact Accessible Education, which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The policy on Academic Accommodation for Students with Disabilities can be found at:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Accommodation_disabilities.pdf.

Academic Policies

The website for Registrar Services is <https://www.registrar.uwo.ca/>.

In accordance with policy,

https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp113.pdf,

the centrally administered e-mail account provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at their official university address is attended to in a timely manner.

Only non-programmable calculators may be used for the final exam. The following models are strongly recommended:

- Texas Instruments BA-35
- BA II Plus or TI-30X II (memory must be cleared prior to start of exam)
- TI-30X or TI-30Xa

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).

Support Services

Please visit the Science & Basic Medical Sciences Academic Advising webpage for information on adding/dropping courses, academic considerations for absences, appeals, exam conflicts, and many other academic-related matters: <https://www.uwo.ca/sci/counselling/>.

Students who are in emotional/mental distress should refer to Mental Health@Western (<https://uwo.ca/health/>) for a complete list of options about how to obtain help.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at

https://www.uwo.ca/health/student_support/survivor_support/get-help.html.

To connect with a case manager or set up an appointment, please contact support@uwo.ca.

Please contact the course instructor if you require lecture or printed material in an alternate format or if any other arrangements can make this course more accessible to you. You may also wish to contact Accessible Education at

http://academicsupport.uwo.ca/accessible_education/index.html

if you have any questions regarding accommodations.

Learning-skills counsellors at Learning Development and Success (<https://learning.uwo.ca>) are ready to help you improve your learning skills. They offer presentations on strategies for improving time management, multiple-choice exam preparation/writing, textbook reading, and more. Individual support is offered throughout the Fall/Winter terms in the drop-in Learning Help Centre, and year-round through individual counselling.

Western University is committed to a thriving campus as we deliver our courses in the mixed model of both virtual and face-to-face formats. We encourage you to check out the Digital Student Experience website to manage your academics and well-being: <https://www.uwo.ca/se/digital/>.

Additional student-run support services are offered by the USC, <https://westernusc.ca/services/>.