

## **PERSONAL FINANCIAL MANAGEMENT CLASS**

Dear Chapter 13 Debtor,

You are required to complete an approved personal financial management class to be eligible to obtain a discharge in your Chapter 13 bankruptcy case. Your Chapter 13 Trustee, Glenn Stearns is an approved provider for this class.

You are enrolled in the financial management class when your 341 meeting of creditors is scheduled. The class is the same day as your meeting at the same location. If needed, you can reschedule the day of the 341 meeting.

It is suggested that you take the class as soon as possible instead of waiting until the end of your case; you do not want to risk delaying your discharge.

Your Chapter 13 Trustee offers this class to you free of charge because he feels very strongly that it is important for everyone to make an effort to take control of and manage their personal finances. Nobody plans to fail but many people fail to plan.

You are not required to take the class offered by the Trustee but I recommend it for the following reasons: it's free; we have great teachers; we have no ulterior motives, i.e. nothing to sell you. The Trustee does not pay or receive fees or other consideration related to your enrollment in this class. We're interested in seeing you receive your discharge and then never having to come back to see us again!

Our class will teach the basics of personal planning, money management, budgeting, being an informed consumer, restoring your credit, understanding how credit reports work and finally about the wise use of credit. There is a lot of material to cover in two and a half hours. It's not a two and a half hour lecture, the class is interactive, and you will get out of it what you put into it. At the end of the class you are required to complete a course evaluation form. The Trustee's office will then prepare your certificate of completion and mail copies to your attorney to file with the Bankruptcy Clerk and to you for your files.

For some students this class will be a review and will reinforce what you already know, for others it will be all new. Either way you'll leave the class with valuable information.

Your instructors have over twenty years teaching experience at the college level and have taught personal financial management courses for almost twenty years.

### Personal Financial Management Course Outline

- I. What is required and what to expect between confirmation and discharge.
- II. Personal Planning
  - A. Assess Needs
  - B. Set Goals
  - C. Make a Plan
  - D. Take Action
- III. Managing your money
  - A. Monthly income
  - B. Monthly expenses
  - C. Unexpected expenses
  - D. Managing expenses
  - E. Savings plan
- IV. Judicious and proper use of credit.

## Personal Financial Management Class Dates and Times

You are automatically signed up for the Personal Financial Management Class on the day of your 341 Creditor's Meeting. If unable to attend that day, no reservations are required at any time for any of the dates. Please just show up on the date you wish to take the class.

\*\*\*\*\*

- **DuPage, Kane, Will, Kendall, LaSalle, and Grundy Counties – Classes begin at 2:30pm**

**GLENN STEARNS CHAPTER 13 OFFICE  
801 Warrenville Rd Suite 655  
Lisle, IL 60532**

*(Held on Wednesdays unless otherwise noted)*

December 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>

January 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup>, 31<sup>st</sup>

February 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup>

- 
- **Lake County – Classes begin at 2:00pm**

**SOUTH BRANCH COURT (MUNDELEIN)  
105 E. Route 83  
Mundelein, IL 60060**

*(Held on Mondays unless otherwise noted)*

December 11<sup>th</sup>

January 8<sup>th</sup>, 29<sup>th</sup>

February 5<sup>th</sup>, 26<sup>th</sup>

---

**Class is approximately 2½ hours long.**

**Effective January 2017, certificates issued by the Trustee's Office will be filed with Court. Debtors will receive a stamped copy via US Mail.**