

## Appraisal 101 Web Course

This course will introduce the basic economic concepts that form the building blocks of current valuation theory. These principles will be related to the actual process of appraising residential and commercial properties. However, this is not intended as a course that will make you a qualified appraiser. There are many courses available that may help you become a qualified appraiser; most of these courses are in a 30 to 45 hour format. Instead, this course will foster an understanding of what an appraisal is and how it works - not how to perform an appraisal.

## Basics of Mortgage Servicing - Web Course

This web-based self-study course provides an overview of loan administration processes and functions within the mortgage banking industry.

Designed for anyone interested in learning more about the servicing side of mortgage banking, this course is ideal for new loan administration employees, as well as experienced employees seeking a more well-rounded understanding of the business.

Topic include:

- Loan Administration within the Lending Process
- Loan Administration Overview
- Servicing the borrower
- Accounting
- Escrow Operations
- Default Servicing
- Loan Administration Profitability
- Quality Control in Mortgage Loan Administration

## Closing Principles and Procedures - Web Course

Loan closing is the legal execution, or creation, of a mortgage loan. At the loan closing, title to and ownership of the property passes from the seller to the buyer. At the same time, the buyer borrows the amount necessary for the purchase while pledging the property as security for the debt.

CampusMBA's *Closing Principles and Procedures* presents an overview of loan closing and its role in the mortgage lending cycle. This course is designed for anyone desiring a better understanding of the closing process and the principles and procedures guiding the culmination of the mortgage transaction.

The course addresses:

- The role of closing in the mortgage lending process
- Origination, processing, and underwriting concepts that affect the closing process
- Legal issues related to closing
- The impact of federal laws and regulations on the closing process
- Documents present or executed at closing
- The purpose and use of title insurance
- How the lender protects its investment - the importance of insurance, taxes, and escrow
- What happens to the loan file before, during, and after settlement

## Collection Skills for Loan Counselors - Web Course

Loan counselors play a vital role in the mortgage lending business. Their job is to resolve delinquent loans - loans that could eventually cost lenders many thousands of dollars. Loan counselors are professional problem solvers. They work to resolve each delinquency so that everybody involved - including the borrower - benefits. This course explains how to be a successful loan counselor. Students will learn about the purpose of the seven essential mortgage loan documents; customer characteristics, advantages and disadvantages of each type of collection tool, and professional communication skills; relevant regulations, agencies and investors; workout options, including temporary relief programs, conventional loan workouts, VA programs, the HUD insured workouts and the HUD assignment program; and bankruptcy and foreclosure.

## Comm Building Inspections: The Nuts&Bolts - Web Course

One of the most significant elements in evaluating the risk associated with making a loan is the condition of the property --- past, present and future. This web-based course helps you understand three of the major structural elements of a property condition assessment, the document that is designed to help lenders and investors make more knowledgeable decisions about commercial properties. This course covers foundations, structural and roofing systems. Plus, a bonus lesson is included that examines seismic risk assessments.

### **Commercial Real Estate Finance Self-Assessment**

The Commercial Real Estate Finance Self-Assessment is a free tool that measures your knowledge of the components of commercial real estate finance prior to training. Students answer random questions on learning objectives from areas such as commercial real estate finance basics, commercial underwriting, property valuation, and commercial servicing. Students receive feedback from each individual correct and incorrect answer. If you are new to commercial real estate finance or interested in further training, take this self-assessment to determine what learning areas are right for you.

How do you access the free assessment?

1. Go to [www.campusmba.org](http://www.campusmba.org) and click on "Log In" on the left side of the screen.
2. Enter the appropriate user name and password for the assessment of your choice, and hit "Enter":

User name: creftest (all lowercase)

Password: guest (all lowercase)

3. You will be re-directed to a welcome screen. Scroll down to "Courses in Which I am Enrolled," and click on the assessment title.
4. Go to "Assignments" and take the self-assessment!
5. After you have finished the assessment, click on "Submit." You will then receive feedback on your answers. You may print the feedback for your review.

### **Continuing Ed for Florida Mortgage Lenders-Web Course**

Designed for mortgage lenders in the state of Florida who need to meet continuing education requirements, this course seeks to achieve an overview of Florida Statute Chapter 494 and the multiple elements involved in fair lending with a focus on the real estate industry. This course explores fair lending issues in mortgage lending, including such topics as regulatory compliance laws, quality assistance dialogues, discrimination and diversity, product quotations and pre-qualification, understanding fine print, third party providers and tracking, credit approval and denial, loan closing, and HMDA-LAR. The course focuses on Florida Statute Chapter 494 concerning mortgage lenders; the history and background of regulatory compliance laws; the roles of third party providers, settlement agents, and property appraisers; the process of loan disposition and settlement; and relevant Internet sources of information.

*This course fulfills the 14 hours of continuing education for mortgage lenders required by the Florida Department of Banking.*

### **Credit Scoring - Web Course**

This course presents an overview of credit scoring and its use in mortgage lending. Students will learn what credit scores are, how they are determined, and how they are used in the qualifying, underwriting, servicing, and portfolio management areas of mortgage lending. This course will concentrate on what a 'credit score' is, how it is used by mortgage lenders, and its major advantages; factors and process of generating credit scores; and the major investor guidelines for underwriting an application based on its FICO score.

### **Escrow Essentials - Web Course**

Mortgage lending has changed considerably over the past 70 years. One of the areas that have changed the most has been the administration of escrow accounts and the related functions of taxes and insurance. During the past decade, there have been drastic changes in the manner in which lenders must administer and account for escrows. This course will describe important issues related to escrow administration as it is used today. After completing this course, students will have learned the purpose and major components of escrow; escrow analysis; escrow analysis method and procedure; key aspects of hazard insurance and guidelines for acceptable hazard insurance coverage; the purpose of mortgage insurance and various aspects about HUD/FHA loans and MIPs; the three basic types of real estate taxes and problems the lender may face in administering the tax payment process; and escrow concerns during a servicing transfer and other related issues.

### **Essentials of Government Loan Processing - Web Course**

If you already have some understanding of what's involved in processing residential mortgage loans, and want formal guidance in processing government loans, this course is for you. **Essentials of Government Loan Processing** is designed to give you a general understanding of the procedural requirements, documentation and terminology associated with FHA, RHS and VA loan programs. Since this course does not have prerequisites, the first two lessons provide general background on the role of the loan processor and loan finance. **Essentials of Government Loan Processing** provides a convenient supplement to your company's library of handbooks, circulars, mortgagee letters and procedural guides distributed by the Federal Housing Administration, Department of Veteran's Affairs and the Rural Housing Service.

You'll learn:

- the function and organization of the loan production department
- the requirements of fair lending laws applicable to loan processing
- features of the most common loan programs
- distinguishing characteristics of FHA homeowner programs
- factors used to assess an applicant's ability to repay a mortgage
- how to calculate FHA underwriting ratios, maximum mortgage amount and minimum cash requirements
- the requirements for processing "streamline" and IRRRL refinances
- the process of restoring a veteran's entitlement
- how to calculate a veteran's residual income and debt-to-income ratio and determine a veteran's maximum loan amount
- the key underwriting criteria for RHS guaranteed loans
- the documentation and procedural requirements of RHS guaranteed loans

### Essentials of Insurance Servicing - Web Course

Increase your knowledge of the principles, processes, and regulations of insurance servicing. Gain an understanding of the roles and responsibilities of servicers, borrowers, lenders, and insurance companies in the servicing process. This course includes lessons on Insurance Servicing Foundations; Property Insurance Requirements; Insurance Department Duties; Processing Claims; Policies and Coverage; and Insurance Documents.

### Essentials of Residential Underwriting - Web Course

Essentials of Residential Underwriting is designed to present an overview of the underwriting process and the underwriter's responsibilities in the process. The role of an underwriter has always been to decide whether making a particular loan is a prudent investment. Over the last two decades, this role has been modified and has increased as the mortgage lending industry has changed. What was perhaps a 'rubber stamp' job is now one of the most highly regarded positions in a mortgage banking firm. Students will study basic components of the underwriting process and the role of the underwriter in the process; types of real estate transactions; key components in evaluating applicants for a residential mortgage; credit and debt, fund, and income analysis and documentation; basics of property appraisals; and the alternatives available when an underwriting decision is reached. The course includes links to relevant underwriting documents. Two case studies are included.

### Fair Lending - Washington Mtg. Brokers - Web Course

Designed for mortgage brokers in the state of Washington who need to meet continuing education requirements, this course seeks to achieve an overview of ethics, Washington State laws pertaining to mortgage brokers and the multiple elements involved in fair lending with a focus on the real estate industry. This course explores fair lending issues in mortgage lending, including such topics as regulatory compliance laws, quality assistance dialogues, discrimination and diversity, product quotations and pre-qualification, understanding fine print, third party providers and tracking, credit approval and denial, loan closing, and HMDA-LAR. The course focuses on ethical decision making; the Washington Mortgage Brokers Practices Act and affixed and pertinent laws; the history and background of regulatory compliance laws; the roles of third party providers, settlement agents, and property appraisers; the process of loan disposition and settlement; and relevant Internet sources of information.

## Fair Lending Essentials - Web Course

Fair Lending Essentials seeks to achieve an overview of the multiple elements involved in fair lending with a focus on the real estate industry. This course explores fair lending issues in mortgage lending, including such topics as regulatory compliance laws, quality assistance dialogues, discrimination and diversity, product quotations and pre-qualification, understanding fine print, third party providers and tracking, credit approval and denial, loan closing, and HMDA-LAR. Students will focus on the history and background of regulatory compliance laws; overt discrimination outside the mortgage lending industry and how to prevent it; the roles of third party providers, settlement agents, and property appraisers; the process of loan disposition and settlement; and relevant Internet sources of information.

## Fair Lending Overview for Oregon Originators

Designed for loan originators in the state of Oregon who need to meet continuing education requirements, this course seeks to achieve an overview of Oregon laws concerning loan originators, and the multiple elements involved in fair lending with a focus on the real estate industry. This course explores fair lending issues in mortgage lending, including such topics as regulatory compliance laws, quality assistance dialogues, discrimination and diversity, product quotations and pre-qualification, understanding fine print, third party providers and tracking, credit approval and denial, loan closing, and HMDA-LAR. The course focuses on an overview of Oregon mortgage lender laws; and the roles of third party providers, settlement agents, and property appraisers.

*This course is approved for eight credit hours of continuing education by the Oregon Mortgage Lending Education Board (MLEB). However, this approval does not constitute an endorsement of the views or opinions which are expressed by the course sponsor, instructor, authors or lecturers.*

## Fraud Detection and Deterrence - Web Course

Learn how to minimize exposure while maximizing revenue and profits in this eye-opening course. Fraud Detection and Deterrence is designed to alert participants in real estate transactions to unethical and fraud-related activities in mortgage banking and provide guidance in minimizing exposure. Learn about the impact and ramifications of fraud in the mortgage lending business; the indicators of potential fraud in the mortgage loan origination process; the resources available to detect and investigate fraud in the mortgage loan origination process; the best practices for ethical conduct in mortgage lending; and how to recognize methods for preventing fraud.

## Georgia Mortgage Education Bundle

Three web-based courses, when successfully completed, meet the 40 hour education in lieu of experience requirement for mortgage licensure in Georgia.

## Georgia Mortgage Law - Web Course

Designed to meet the education requirements for Georgia mortgage brokers, this course seeks to provide an overview of Georgia mortgage broker laws, including the Georgia Fair Lending Act. This course meets 10 of the 40 hours required for licensure, in lieu of two years origination experience, by the state of Georgia.

## HMDA Regulation Changes Teleweb Program

CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. On May 8, 2002, Melanie Hibbs Brody and Nancy Weissgold this presentation to help listeners understand the Federal Reserve Board proposed update of the Home Mortgage Disclosure Act (HMDA).

## HOEPA Rules Teleweb Program

CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. Industry expert Dottie Sheppick will teach you how to fill the refinance gap and increase your purchase business by using affordable lending niche products.

## HOEPA Rules Update Teleweb Program

CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. Just when you thought you might be getting a handle on the complex, inconsistent and sometimes incoherent set of state and federal high cost loan limitations, the Federal Reserve Board (FRB) has changed the requirements under Section 32. This TeleWeb discusses the changes and how to comply.

## How to Become an Employer of Choice Teleweb Program

CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. This audio program originally aired on May 2, 2002.

The competition for good people is intensifying yet again. Sending more aggressive recruiters into the field isn't enough anymore. Now it's a market positioning issue--in the employment market.

What is an Employer of Choice? Any employer of any size in the public, private, or not-for-profit sector that attracts, optimizes, and holds top talent for long tenure . . . because the employees choose to be there. (a) a phrase which has fallen into common usage to describe such an employer, usually used as a self-description for the purposes of differentiation to recruit workers.

Listen to employee retention and workforce stability expert Roger E. Herman, author of How to Become an Employer of Choice, to learn why it is important to be an Employer of Choice and how to become one.

## Illinois Origination Recertification Course - Web Course

Designed for loan originators in the state of Illinois who need to meet recertification requirements, this course reviews the origins and basics of regulatory compliance and the basic requirements for privacy protection as mandated by the Gramm-Leach-Bliley Act. Students will review case studies giving examples of the appropriate methods for safeguarding customer and consumer information in the mortgage lending environment.

## Intro to Commercial Mortgage-Backed Securities - Web Course

This web-based course is intended to serve as a basic introduction to those new to the commercial mortgage arena or those employed in commercial real estate desiring cross-training and who wish to gain an understanding of commercial securitizations. The course consists of four lessons and takes about 5-10 hours to complete. Key course objectives include: \*Identify key participants and players involved in the CMBS industry; \*Describe how pools of loans are assembled to form mortgage-backed securities; \*Explain in general terms how a CMBS is structured and valued; and \*Explain the roles that the various servicing entities play in servicing securitized loans.

## Intro to Residential Mortgage Brokering - Web Course

Introduction to Residential Mortgage Brokering provides new brokers with the essential concepts they need to get started in the industry. The course begins with an overview of the lending process, the players, and types of mortgage professionals. Next the course looks at essentials of how brokers do business, examining the role of the broker in mortgage lending, the broker-wholesaler relationship, sales tips and techniques, and the use of technology in mortgage lending. The course also examines the essential laws that impact mortgage brokering and provides a guide to regulatory compliance in mortgage origination. The final lesson looks at mortgage lending programs and common financing options. Links to related web sites and relevant readings supplement the course.

## Introduction to eMortgages - Web Course

SMART Docs, MISMO, PKI... Are you ready for the eMortgage revolution? **Introduction to eMortgages** web course presents a basic overview of the status of eMortgages in lending today and industry expectations for tomorrow. The first module reviews the impact and advantages of adopting and implementing an eMortgage solution, the legal decisions that have made eMortgages a reality, and the role of key players -- MISMO, the GSEs, MERS, SPeRS, and PRIA -- in the eMortgage revolution. The second module focuses on the technology behind eMortgages and eClosings -- XML, SMARTDocs, signature pads and Tablet PCs, smart cards, PKI, and eRecording. Audio interviews with our course expert are interspersed throughout the course.

## Introduction to Manufactured Housing - Web Course

Introduction to Manufactured Housing, a web-based course, will familiarize you with today's modern, manufactured home. This course explores the differences between HUD-Code manufactured homes, other factory-built structures and traditional site-built homes. The course highlights the reasons manufactured homes are in increasing demand by homebuyers and traditional developers of site built homes. The course covers the mortgage lending programs available for manufactured homes and their buyers. Course assignments, activities, and assessments for this course are accessed via Internet. Students will be required to participate in activities and discussion boards to increase interaction between learners.

## Introduction to Secondary Marketing Web Course

*Introduction to Secondary Marketing* provides a broad overview an introduction to the secondary mortgage

market. You will gain an understanding of the basic concepts, processes, major players, regulations, and trends involved in this area of mortgage banking. Course lessons include:

- Overview of Secondary Marketing
- How Secondary Marketing Works
- Commercial and International Secondary Marketing

## **Loan Admin Essentials for Cust Service Reps - Web Course**

This course introduces new customer service representatives to the world of loan administration. The course begins with overviews of mortgage banking and loan administration. Next it looks at customer service basics. The later lessons cover issues central to loan administration, presenting related typical borrower questions and common customer service responses. Students will examine the following topics: the mortgage lending process, major loans products and typical financing options; loan administration functions, loan administration objectives and how they are attained; importance of quality customer service in mortgage lending, customer service department setups, characteristics of successful customer service representatives; and the payment history/escrow summary, the amortization schedule, payment methods, and fees and late charges.

## **Loan Processor Self-Assessment**

The Loan Processor Self-Assessment is a tool that measures what you know about the components of loan processing prior to training. Students answer random questions on learning objectives from areas such as credit scoring, fraud detection and deterrence, mortgage banking basics, processing basics, origination, and real estate math. Students receive feedback from each individual correct and incorrect answer. If you are new to loan processing or interested in further training, take this pre-assessment to determine what learning areas are right for you!

How do you access the free assessment?

1. Go to [www.campusmba.org](http://www.campusmba.org) and click on "Log In" on the left side of the screen.
2. Enter the appropriate user name and password for the assessment of your choice, and hit "Enter":

User name: lptest (all lowercase)

Password: guest (all lowercase)

3. You will be re-directed to a welcome screen. Scroll down to "Courses in Which I am Enrolled," and click on the assessment title.

4. Go to "Assignments" and take the self-assessment.

5. After you have finished the assessment, click on "Submit." You will then receive feedback on your answers. You may print the feedback for your review.

## **Louisiana Continuing Ed - Web Course**

Louisiana Continuing Education Course is designed for mortgage lenders who need to meet state continuing education requirements in Louisiana. This ten-hour course is divided into the following five lessons:

- Loan Production
- Louisiana Laws, Rules and Policies
- Regulatory Compliance
- Quality Assurance
- Ethical Lending Practices

## **Maryland Fair Housing - Web Course**

Designed for mortgage lenders in the state of Maryland who need to meet continuing education requirements, this course seeks to achieve an overview of ethics, new Maryland laws concerning mortgage lenders, and the multiple elements involved in fair lending with a focus on the real estate industry. This course explores fair lending issues in mortgage lending, including such topics as regulatory compliance laws, quality assistance dialogues, discrimination and diversity, product quotations and pre-qualification, understanding fine print, third party providers and tracking, credit approval and denial, loan closing, and HMDA-LAR. The course focuses on ethical decision making; additions and changes to the Maryland Mortgage Lender Law; the history and background of regulatory compliance laws; the roles of third party providers, settlement agents, and property appraisers; the process of loan disposition and settlement; and relevant Internet sources of information. This course fulfills the 20 hours of continuing education for mortgage lenders required by the Maryland Division of

Financial Institutions.

### **Maryland Recertification Course - Web Course**

Designed for mortgage lenders in the state of Maryland who need to meet continuing education requirements, this course seeks to achieve an overview of ethics, federal laws, and new Maryland laws concerning mortgage lenders. The course focuses on ethical decision making; additions and changes to the Maryland Mortgage Lender Law; and federal laws. This course fulfills the 6 hours of continuing education for mortgage lenders required by the Maryland Division of Financial Institutions.

### **Mezzanine Lending Teleweb Program**

CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. The popularity of mezzanine debt, a nonmortgage form of subordinate financing, is on the rise among investors and commercial mortgage bankers. As cited in the February 18, 2002 issue of Real Estate Finance Today, mezzanine loans took the place of traditional second mortgages in the most recent real estate cycle. However, to negotiate your best deal, you'll need to know the basics of mezzanine lending. This TeleWeb offers a practical guide to mezzanine loans, from the basics to more advanced structuring techniques.

### **Mortgage Banking Primer - Web Course**

Mortgage Banking Primer introduces the major components of the mortgage lending cycle: loan production, loan administration, and secondary marketing. This course is ideal for new residential mortgage banking employees, experienced employees desiring cross training, and students preparing for MBA's School of Mortgage Banking. This course examines loan production issues, including origination, processing, underwriting, and closing; loan administration issues, including the major functions of loan administration, laws and regulations, and loan administration profitability; and secondary marketing issues, including funding, mortgage delivery, and risk management.

### **Mortgage Fraud - TeleWeb Program**

TeleWeb program. CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. Mortgage fraud tends to move around the country, but where are the latest mortgage fraud "hot spots"? While many of the old schemes are still in vogue, there are many new schemes being used to commit mortgage fraud. Listen to industry expert James Croft detail fraud trends across the country. You'll learn: The trends and hot spot locations for mortgage fraud The results of MARI's recent poll of its subscribers that contribute to the cooperative Mortgage Industry Data Exchanges (MIDEX) The latest statistics MARI has mined from the MIDEX system.

### **Multifamily Underwriting - Web Course**

This course presents the basics of multifamily underwriting - the players, the risks, the documents, and the programs. This comprehensive course describes the necessary analytical tools and documents needed to underwrite a multifamily loan. Students will learn what multifamily property is, knowledge and skill requirements for a multifamily underwriter, etc.; the common types of ownership entities and their corresponding principals; what information is contained in the market analysis and how this information is obtained; how the operating statement is used and how the income and expenses of multifamily properties are evaluated; how to select the appropriate loan program; and various lenders' program requirements and features.

### **Oklahoma Fair Housing - Web Course**

Oklahoma Fair Housing seeks to achieve an overview of the multiple elements involved in fair lending with a focus on the real estate industry. This course explores fair lending issues in mortgage lending, including such topics as regulatory compliance laws, quality assistance dialogues, discrimination and diversity, product quotations and pre-qualification, understanding fine print, third party providers and tracking, credit approval and denial, loan closing, HMDA-LAR. The course ends with an overview of quality control, fraud, predatory lending and ethics.

### **Oregon Recertification Course - Web Course**

Designed for loan originators in the state of Oregon who need to meet continuing education requirements, this course seeks to achieve an overview of ethics, Oregon laws concerning loan originators, and the multiple elements involved in fair lending with a focus on the real estate industry. This course explores fair lending issues in mortgage lending, including such topics as regulatory compliance laws, quality assistance dialogues, discrimination and diversity, product quotations and pre-qualification, understanding fine print, third party providers and tracking, credit approval and denial, loan closing, and HMDA-LAR. The course focuses on ethical

decision making; an overview of Oregon mortgage lender laws; the history and background of regulatory compliance laws; the roles of third party providers, settlement agents, and property appraisers; the process of loan disposition and settlement; and relevant Internet sources of information.

This course is approved for 20 credit hours of continuing education by the Oregon Mortgage Lending Education Board (MLEB). However, this approval does not constitute an endorsement of the views or opinions which are expressed by the course sponsor, instructor, authors or lecturers.

### **Origination Basics for Mortgage Brokers - Web Course**

Origination Basics for Mortgage Brokers takes the new broker through the mortgage origination process from initial contact and prequalification through the taking of the loan application and issuance of disclosures. The course begins with an overview of loan production and the role of the broker/originator in the process. Next it examines the steps of initial contact and prequalification, including calculation of the LTV and qualification ratios. The final lesson describes in detail the Uniform Residential Loan Application and what the broker knows to complete it, including how to read the a rate sheet and how to select the best loan program for a borrower. Supporting documents such as the appraisal, credit scores, and verifications, are defined and described. The final lesson also defines the essential disclosures issued by the broker at or shortly after application, including the Truth in Lending disclosure and the Good Faith Estimate.

### **Pennsylvania Continuing Education Course - Web Course**

Designed for mortgage lenders in the state of Pennsylvania who need to meet continuing education requirements, this course seeks to achieve an overview of mortgage lending history, regulatory compliance, including several fair lending laws and the USA PATRIOT Act, and business ethics. In addition, the Pennsylvania Mortgage Bankers and Brokers and Consumer Equity Act and the Loan Interest and Protection Law are discussed. This course fulfills the six hours of continuing education for mortgage lender required by the Pennsylvania Department of Banking.

### **Predatory Lending Teleweb Program**

CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. On June 12, 2002, CampusMBA presented this audio program.

Need to know how NOT to be a predatory lender? Need advice on how to comply with expanded HOEPA regulations and newly enacted state predatory lending legislation?

The Federal Reserve Board has expanded HOEPA's coverage and the prohibitions and requirements applicable to HOEPA loans. Lenders must not only comply with HOEPA regulations, but also with newly enacted state predatory lending legislation. With the expansion of requirements and new legislation, it is difficult to get and stay compliant.

Listen to industry experts Melanie Hibbs Brody and Nanci Weissgold to gain the knowledge and advice you need to be compliant with state and federal predatory lending laws.

The first part of the program is presented by Melanie H. Brody on the Federal developments surrounding predatory lending. The second part of the program is presented by Nanci L. Weissgold and explores the state legislation on predatory lending.

### **Prequalifying Basics - Web Course**

Prequalifying Basics is designed to give originators new to the mortgage banking industry an understanding of the basics concepts of prequalification. The course begins with a look at how to conduct an initial interview with an applicant. The following lessons define, describe, and demonstrate calculation of the loan-to-value ratio, the monthly mortgage payment, and the qualification ratios. The course also addresses loan affordability and calculation of how much the applicant can afford to borrow. This course is designed for new originators who are seeking an understanding of the basic concepts of prequalification.

### **Processing from A-Z - Web Course**

Processing from A-Z introduces the new processor to the ins and outs of single-family conventional loan processing - from application to final analysis to submitting the loan package to the underwriter. The course covers skills essential to successful loan processing, such as how to calculate underwriting ratios, how to order and review verifications, and what to look for in reviewing loan file documents. Course topics include: the processor's role in mortgage lending, regulatory compliance, the loan application, loan verification documentation and procedures, how market value is established and documented on the property appraisal,

and final analysis and submission of the loan file to the underwriter.

## Protecting Customer Privacy - Web Course

This web-based course provides you with background on current privacy-related problems such as pretext calling and identity theft, summarizes the Gramm-Leach-Bliley Act, which was enacted as a result of these problems, and identifies how mortgage lenders can manage day-to-day compliance under Gramm-Leach-Bliley. When supplemented with your company-specific privacy policies and procedures, this course is designed to meet the training requirements of the Act. A course outline follows: Lesson 1 - The Value of Personal Information

- Pretext Calling
- Identity Theft

Lesson 2 - Gramm-Leach-Bliley Act - Title V

- Applicability
- Privacy Notices
- Opt Out Notices
- Administrative, Technical and Physical Safeguards

Lesson 3 - Ensuring Customer Privacy

- Jennifer's Open File
- Bob's Indiscretion
- Open Floor Plan Pitfalls
- Jim's Window Office
- Rita's Stolen Laptop
- Sean's Messy Situation
- Olivia's Lunch Break
- Dumpster Diving

## Terrorists and Financial Sanctions - TeleWeb Program

CampusMBA's TeleWebs offer a recording of a previously delivered audio program, a transcript of the recording, and informational materials prepared by MBA experts. On January 16, 2002, CampusMBA presented this audio program in response to member concerns relating to Executive Order 13224 ("order"). Legal and industry experts, Mark N. Bravin and Gary S. Smuckler discuss the implications of the "order" for MBA's residential and commercial/multifamily members. The order restricts any transaction or dealing by U.S. persons or organizations who make or receive contributions of funds, goods, or services for the benefit of those supporting acts of terror. The order came into effect on September 24, 2001. Learn what this means for you.

## Understanding Subprime Lending - Web Course

In recent years, subprime lending enabled borrowers with less than perfect credit to attain the American Dream of homeownership at rates and terms previously unavailable to them. Understanding Subprime Lending defines and describes subprime lending as it relates to loan origination. The course begins with an overview of subprime lending, examining its role and history in mortgage lending and the players in the subprime arena. The second lesson looks at keys of successful subprime origination, including a look at the use of the lender matrix and other considerations in selecting the best loan for an individual borrower's needs. The third lesson examines the controversial topic of 'predatory lending' and how to avoid predatory practices while originating subprime loans. The final lesson comprises a series of case studies that help to reinforce the materials presented throughout the course. This course is designed for originators who are expanding into the subprime market, or for anyone who wishes to seek an understanding of subprime loan origination.

## Understanding the USA PATRIOT Act - Web Course

The USA PATRIOT Act was signed into law in October 2001 in response to the terrorist tragedies of September 11. One of the titles of this act, Title III: International Money Laundering Abatement and Anti-Terrorist Financing Act of 2001, affects financial institutions. Understanding the USA Patriot Act provides students with

an overview of the implications of Title III that affect the mortgage lending industry.

This course is divided into two modules and includes case studies. The first module of Understanding the USA PATRIOT Act discusses the implications of the Title III that impact the mortgage lending industry. The second module provides an overview of the joint final rule implementing Section 326 of Title III, which directs banks, savings associations, credit unions, private banks, and trust companies to implement a customer identification program (CIP) as a means to prevent business transactions with entities associated with terrorism.

### **Where Do You Stand on Privacy? Teleweb Program**

In December 2002, the federal agencies issued a comprehensive set of privacy Q&A's that provide guidance on some of the stickiest Gramm-Leach-Bliley Act (GLBA) compliance issues. Of particular interest to the mortgage industry is the agencies' strict interpretation of the GLBA's restrictions on account number sharing. Listeners will also learn about privacy enforcement, particularly an update of the Federal Trade Commission's new "vigorous" privacy enforcement agenda and state privacy enforcement developments. Listeners will learn how to stay compliant by being on top of state privacy laws; how to deal with opt-in requirements on a broader basis; how to interpret the Gramm-Leach-Bliley Act's restrictions on account number sharing; and how to comply with the Federal Trade Commission's new privacy enforcement agenda and state privacy enforcement changes.