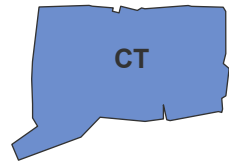




Description



CONNECTICUT LOAN PROCESSOR/UNDERWRITER LICENSE

Who is required to have this license?

An individual who performs clerical or support duties.

“Clerical or support duties” includes, subsequent to the receipt of an application, (A) the receipt, collection, distribution and analysis of information common for the processing or underwriting of a residential mortgage loan, and (B) communication with a consumer to obtain the information necessary for the processing or underwriting of a loan to the extent that such communication does not include offering or negotiating loan rates or terms or counseling consumers about residential mortgage loan rates or terms.

- Because this license does not permit an individual to offer or negotiate loan rates or terms, or counsel consumers about rates or terms, an individual desiring to do so would need to instead obtain a mortgage loan originator license in Connecticut through NMLS.

Who does not need this license?

A Loan Processor/Underwriter License (LPUW) would not be required for the following scenarios:

1. An employee of a licensed mortgage lender, mortgage correspondent lender, or mortgage broker who engages in loan processor or underwriter activities:
 - a. in connection with residential mortgage loans either originated or made by such licensee; and
 - b. at the direction of and subject to the supervision of a licensed mortgage loan originator of such licensee.
2. An employee of a bank or credit union where:
 - a. such bank or credit union meets the criterion to be exempt from licensure under subdivision (1), (2) or (3) of subsection (a) of Section 36a-487 of the C.G.S.; and
 - b. the employee engages in loan processor or underwriter activities at the direction of and subject to the supervision of either a licensed mortgage loan originator or a registered mortgage loan originator of the exempt bank or credit union.
3. Any individual engaged, in any capacity in loan processor or underwriter activities in connection with a residential mortgage loan originated by an individual not required to be licensed or registered as a mortgage loan originator under part 1 of Chapter 668.

What are the pre-requisites for license application?

- Authorization for Credit Report
- Authorization for Criminal Background Check

- Completion of 21 hours of NMLS-approved Pre-licensure Education courses (1 hr must be a CT-DOB Defined Elective)
- Must satisfy one of the following three conditions related to testing:
 1. Passing score on both the National and Connecticut State components of the SAFE Test, or
 2. Passing score on both the National and Stand-alone UST components of the SAFE Test, or
 3. Passing score on the National Test Component with Uniform State Content.

Total cost of the license including the NMLS processing fee is \$330. A \$15 fee for a credit report will be added if one has not been authorized through NMLS in the past 30 days. You will also pay an additional \$36.25 if you authorize a criminal background check at time of application.

What are the standards for issuance?

In addition to the pre-requisites above, Section 36a-489(b)(1) of the C.G.S. requires that an initial license for a LPUW not be issued unless the Commissioner finds that the applicant has:

- Never had a mortgage loan originator license or equivalent loan processor or underwriter license revoked in any governmental jurisdiction, except that a subsequent formal vacating of such revocation shall not be deemed a revocation;
- Not been convicted of, or pled guilty or nolo contendere to, a felony in a domestic, foreign or military court during the seven-year period preceding the date of the application for licensing or at any time preceding such date of application if such felony involved an act of fraud, dishonesty, a breach of trust, or money laundering, provided any pardon or expungement of a conviction shall not be considered a conviction;
- Demonstrated financial responsibility, character and general fitness so as to command the confidence of the community and to warrant a determination that the loan processor or underwriter will operate honestly, fairly and efficiently; and
- Not made a material misstatement in the application.

What determines Financial Responsibility?

Section 36a-489(c) of the C.G.S. explains that a person is not financially responsible when such person has shown a disregard in the management of such person's own financial condition. A determination that a person has not shown financial responsibility may include, but is not limited to:

- Current outstanding judgments, except judgments solely as a result of medical expenses;
- Current outstanding tax liens or other government liens and filings;
- Foreclosures during the three years preceding the date of application for an initial license or renewal of a license;
- A pattern of seriously delinquent accounts within the past three years.

WHO TO CONTACT – Contact Elaine Szymanski at (860) 240-8251 or send your questions via e-mail to elaine.szymanski@ct.gov for additional assistance.

YOU ARE NOT AUTHORIZED TO ENGAGE IN LOAN PROCESSOR/UNDERWRITER ACTIVITY IN THE STATE OF CONNECTICUT UNTIL YOU HAVE OBTAINED LICENSURE IN CONNECTICUT.

THE APPLICANT/LICENSEE IS FULLY RESPONSIBLE FOR ALL OF THE REQUIREMENTS OF THE LICENSE FOR WHICH THEY ARE APPLYING. THE JURISDICTION SPECIFIC REQUIREMENTS CONTAINED HEREIN ARE FOR GUIDANCE ONLY TO FACILITATE APPLICATION THROUGH NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.